

BOARD OF THE METROPOLITAN SEWERAGE DISTRICT
December 18, 2019

1. Call to Order and Roll Call:

The regular monthly meeting of the Metropolitan Sewerage District Board was held in the Boardroom of MSD's Administration building at 2:00 pm on Wednesday, December 18, 2019. Chairman VeHaun presided with the following members present: Ashley, Bryson, Kelly, Manheimer, Pelly, Pennington, Pressley, Valois, Watts, Whitesides and Wisler.

Others present were: William Clarke, General Counsel; Matthew Socha with Cherry Bakaert; Tom Hartye, Ed Bradford, Scott Powell, Ken Stines, Roger Edwards, Pam Thomas, Hunter Carson, Mike Stamey, Matthew Walter and Pam Nolan, MSD.

2. Inquiry as to Conflict of Interest:

Mr. VeHaun asked if there were any conflicts of interest with the agenda items. No conflicts were reported.

3. Approval of Minutes of the November 20, 2019 Board Meeting:

Mr. VeHaun asked if there were any changes to the Minutes of the November 20, 2019 Board Meeting. Mr. Watts moved for approval of the minutes as presented. Mr. Pressley seconded the motion. Voice vote in favor of the motion was unanimous.

4. Discussion and Adjustment of Agenda:

None.

5. Informal Discussion and Public Comment:

Mr. VeHaun welcomed Matthew Socha. There was no public comment.

6. Report of General Manager:

Mr. Hartye reported that Matthew Socha from Cherry Bakaert, the District's Auditor, is present to give a report on the Fiscal Year 2019 Audit. The full Comprehensive Annual Financial Report for FY 2019, including the Auditor's report, can be accessed at <http://www.msdbc.org/documents/financial/cafr/FY2019-1.pdf>. Mr. Powell will review the document as part of the Consolidated Motion Agenda. Mr. Socha thanked Scott Powell and his team in the Finance Department, especially Cheryl Rice. He also thanked Matthew Walter who provided IT support. The audit was performed under Government Auditing Standards which are required for any governmental entity. What was issued this year is called an unmodified opinion or a "clean audit report" which is the best opinion they can provide. They also issue a "yellow book report" on any non-compliance with laws or regulations and there were none. There were also no material weaknesses or significant deficiencies in internal control items or audit adjustments. As far as auditor communications, he stated that they issue a letter at the conclusion of the audit that

reviews some standard items that they need to communicate. There was a new pronouncement, GASB 88, that relates to new minor disclosures around debt which was implemented but did not have a significant impact. Significant estimates include the useful life of capital assets, allowance for depreciation on customer receivables, the valuation of interest rate swap liability, pension and post retirement obligations. There were no difficulties or audit adjustments. At the conclusion of the audit, Mr. Hartye and Mr. Powell sign a Management Representation Letter which takes responsibility for the financial statements and information given to Cherry Bekaert throughout the course of the audit. There was no consultation with any 3rd parties. The one future standard to be pointed out is regarding leases which should have a minimal impact on the District because it owns most of its capital assets. It changes the accounting by bringing those lease obligations onto the balance sheet. This standard will take effect in 2021. Mr. Socha presented graphs showing financial highlights. The first graph shows the trend in capital assets over the past 10 years. The District's capital assets have grown by about \$100 million. The second graph shows a 10-year trend of the Long-Term Bonds Obligations which the District has been paying down as it invests in Capital Assets. The bond rating with the District continues to be extremely strong with a AAA at Moody's which is the highest rating you can get and an AA+ with the other rating agencies which is just below the highest rating. In this last fiscal year the District issued about \$26 million in new bonds. The third graph is the Net Position. This shows assets and deferred inflows over liabilities and deferred outflows. The fourth graph shows Operating Results which include Operating Revenues Expenses and Income over the last 10 years. Operating revenues were flat this year compared to the prior year. There were no questions.

Mr. Hartye reported that the full EMC will meet regarding the Cane Creek Consolidation on January 9, 2020. After that, the process will be handed off to Marcus Jones in Henderson County to schedule the required public hearing. Ms. Manheimer asked Mr. Hartye to clarify what the EMC is and where they meet. Mr. Hartye stated it is the Environmental Management Commission who is presiding over the environmental part of the process and has to approve this consolidation. Mr. Hartye stated that, as mentioned in last month's Board Meeting, Mr. Clarke, Mr. Westall and himself attended the Water Quality Committee meeting of the EMC. The Water Quality Committee voted to recommend to the full EMC that it move forward with the public hearing phase as stipulated in the statute. The EMC Meeting will take place on January 9, 2020. Ms. Manheimer asked how many public hearings they have to have and where do those take place. Mr. Clarke stated that is one and will be in Henderson County. Mr. Hartye stated that after this meeting in January this will basically be handed off to Henderson County to schedule the public hearing and get that process started. Meanwhile, the District is continuing to prepare operationally for the July 1 consolidation.

Mr. Hartye reported that Diane Shelton of Trotter Place in Asheville called to express her appreciation for the work performed by Wayne Rice and Eddie Dillingham. She was "beyond pleased with how quickly the problem was resolved, how fantastic and fun the guys were and she could not be happier".

Mr. Hartye reported that Board members and public often ask who MSD's biggest users are. Attached is a list of MSD's Principal Commercial Users which can be found in the Statistical Section of the CAFR. This section also has a lot of other financial and operational statistics that may be of interest.

Mr. Hartye reported that the Christmas lunch will be held on December 19th at 11:30 am. The next regular Board Meeting will be held January 15, 2020 at 2 pm. The next Right of Way Committee Meeting will be held on January 22, 2020 at 9 am.

7. Consolidated Motion Agenda:

a. Consideration of Bids – New Walnut Street @ Riverside Drive Sanitary Sewer Rehabilitation Project:

Mr. Hartye reported that this project was informally advertised and two bids were received on November 26, 2019 as follows: Thomas Construction Company in the amount of \$460,395.00 and Terry Brothers Construction Company in the amount of \$336,435.00. The apparent low bidder is Terry Brothers Construction Company with a bid amount of \$336,435.00. Terry Brothers has completed numerous sewer rehabilitation projects for the District. Their work quality has remained excellent to date. Staff recommends award of this Contract to Terry Brothers Construction Company in the amount of \$336,435.00, subject to review and approval by District Counsel.

b. Comprehensive Annual Financial Reporting for Fiscal Year ended June 30, 2019:

Mr. Powell reported that the Audit was presented earlier by Mr. Socha.

The Comprehensive Annual Financial Report (CAFR) is broken down into four sections: Introductory, Financial, Statistical and Compliance. Page 6 presents the introduction section. In this section: Management communicates the findings of the audit (i.e. an unmodified, modified, opinion); provides a profile of the District which contains a brief overview as well as outlines the budget process; provides a section which addresses factors affecting financial condition and a section which addresses major initiatives and accomplishments in FY 2019. Page 23 starts the financial section and contains: the independent auditor's report; Management's discussion and analysis which is a narrative overview and analysis of the financial activities of the District for FY 2019; basic financial statements, notes, required supplemental information and basic supplemental information; Page 86 of the PDF Page 77 Schedule of Revenues and Expenditures Budget and actual. Sewer charges were above budgeted expectations as a result of 1.3% growth in customer base. Industrial Revenue trended above budgeted expectations due to temporary increased revenue from one industrial user. Facility and Tap Fees are above budgeted expectations due to the District receiving \$2.5 Million from five developments at the end of the year as well as the conservative nature in which these funds are budgeted. Interest income was

below budgeted expectations due to federal reserve impact on short term interest rates. The District typically achieves a 96% budget to actual ratio on O&M expenditures. This year the District achieved a 95% budget to actual ratio. The District's deferred utility cost was \$552,000.00. Capital project expenditures are at approximately 87% of budget. CIP projects continued to receive favorable pricing. Additionally, the Plant High Rate Primary Treatment Project is running a little behind schedule. Bond principal and interest actually spent were less than budget. This is due to continued swap savings. Unspent funds will be used to address future CIP and Debt. Page 95 starts the Statistical section. This section provides historical data on Financial Trends, Revenue Capacity, Debt Capacity, as well as Demographic, Economic and Operating. Page 114 starts the Compliance section. This section contains Independent Auditor's Report on Internal control over Financial Control over Financial Reporting and on compliance and other matters based on an audit of Financial Statements. No material weaknesses in internal control were noted.

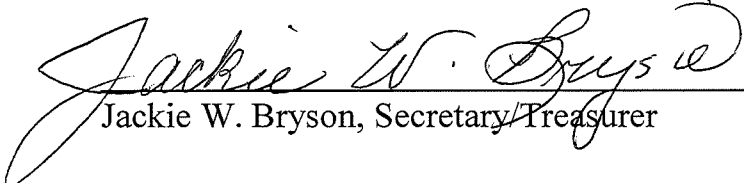
c. Cash Commitment Investment Report – Month ended October, 2019:

Mr. Powell reported that Page 21 presents the makeup of the District's Investment Portfolio. There has been no change in the makeup of the portfolio from the prior month. Page 22 presents the MSD investment managers report for the month of October. The weighted average maturity of the investment portfolio is 88 days and the yield to maturity is 2.05%. Page 23 presents the MSD analysis of Cash Receipts. Domestic User Fees are considered reasonable based on timing of cash receipts and historical trends. Industrial User Fees are considered reasonable based on timing of cash receipts and historical trends. Facility and Tap Fees are above budgeted expectations due to receiving \$134,000.00 from one developer. Page 24 presents the MSD analysis of Expenditures. O&M, Debt Service, and Capital Project expenditures are considered reasonable based on historical trends and timing of cash expenditures. Page 25 presents the District's Variable Debt Service report. The 2008A Series Bonds are performing better than budgeted expectations. As of the end of November, both issues have saved the District customers over \$6.1 million in debt service since April 2008.

With no further discussion, Mr. VeHaun called for a motion to approve the Consolidated Motion Agenda. Mr. Pelly moved, Mr. Kelly seconded the motion. Roll call vote was as follows: 12 ayes; 0 Nays.

- 8. **Old Business:** None.
- 9. **New Business:** None.
- 10. **Adjournment:**

With no further business, Mr. VeHaun called for adjournment at 2:21 pm.


Jackie W. Bryson, Secretary/Treasurer

MSD

Regular Board Meeting

Metropolitan Sewerage District
of Buncombe County, NC

AGENDA FOR 12/18/19

✓	Agenda Item	Presenter	Time	
	Call to Order and Roll Call	VeHaun	2:00	
	01. Inquiry as to Conflict of Interest	VeHaun	2:05	
	02. Approval of Minutes of the November 20, 2019 Board Meeting	VeHaun	2:10	
	03. Discussion and Adjustment of Agenda	VeHaun	2:15	
	04. Informal Discussion and Public Comment	VeHaun	2:20	
	05. Report of General Manager	Hartye	2:25	
	06. Consolidated Motion Agenda	Hartye	2:35	
	a. Consideration of Bids – New Walnut @ Riverside Drive	Hartye		
	b. Consideration of Comprehensive Annual Financial Report Ended June 30, 2019	Powell		
	c. Cash Commitment/Investment Report-Month ended October 31, 2019	Powell		
	07. Old Business:	VeHaun	2:45	
	08. New Business:	VeHaun	2:50	
	09. Adjournment: (Next Meeting 01/15/20)	VeHaun	2:55	
	STATUS REPORTS			

BOARD OF THE METROPOLITAN SEWERAGE DISTRICT
November 20, 2019

1. Call to Order and Roll Call:

The regular monthly meeting of the Metropolitan Sewerage District Board was held in the Boardroom of MSD's Administration building at 2:00 pm on Wednesday, November 20, 2019. Vice Chairman Kelly presided with the following members present: Ashley, Bryson, Manheimer, Pelly, Pressley, Valois, Watts, Whitesides and Wisler. Pennington and VeHaun were absent.

Others present were: William Clarke, General Counsel; Marcus Jones with Cane Creek Water & Sewer District; Joseph Martin with Woodfin Sanitary Water & Sewer District; Patty Beaver with CIBO; Tom Hartye, Ed Bradford, Scott Powell, Ken Stines, Roger Edwards, Pam Thomas, Hunter Carson, Mike Stamey, Julie Willingham, Matthew Walter, Pam Nolan and Denise Moore, MSD.

2. Inquiry as to Conflict of Interest:

Mr. Kelly asked if there were any conflicts of interest with the agenda items. No conflicts were reported.

3. Approval of Minutes of the October 16, 2019 Board Meeting:

Mr. Kelly asked if there were any changes to the Minutes of the October 16, 2019 Board Meeting. Mr. Pelly moved for approval of the minutes as presented. Mr. Whitesides seconded the motion. Voice vote in favor of the motion was unanimous.

4. Discussion and Adjustment of Agenda:

Mr. Hartye reported the Finance Committee met on this day at 1:15 pm and requested this report be added under Report of Committees, Item 6. b.

5. Informal Discussion and Public Comment:

Mr. Kelly welcomed Marcus Jones and Joe Martin. There was no public comment.

6. Report of General Manager:

Mr. Hartye thanked Mr. Martin for the leak repair in Riverside Drive in front of the Mull Building.

Mr. Hartye reported that Mr. Clarke, Mr. Westall and himself attended the Water Quality Committee of the Environmental Management Commission (EMC) last week concerning the inclusion of the Cane Creek Water and Sewer District within MSD and the documents submitted as required by statute. The Water Quality Committee voted to recommend to the full EMC that it move forward with the public hearing phase as stipulated in the statute. The full EMC will take this up in January.

Mr. Hartye reported that he and Mr. Powell also met with Hendersonville representatives concerning the potential of having them bill for sewer service on behalf of MSD within the Cane Creek service area. As mentioned in the study, Henderson County currently does that billing. The meeting went very well. The City was receptive. We will be drafting an agreement for both the Hendersonville City Council and MSD Board to approve, probably early in 2020. In addition, there was discussion about phasing in and notifying the public by putting flyers out to let them know how the billing will change.

Mr. Hartye reported that the next regular Board Meeting will be held December 18th at 2 pm. The November Right of Way Committee Meeting has been cancelled. The next Right of Way Committee Meeting will be held on January 22, 2020 at 9 am.

7. Report of Committees:

a. Right of Way Committee – October 23, 2019

Mr. Kelly reported that the Right of Way Committee met on October 23 and the actions taken and recommendations to the Board are set forth in this package.

b. Finance Committee – November 20, 2019

Mr. Kelly reported that the Finance Committee met today at 1:15 pm to hear a presentation from Mr. Powell and Mr. Cole regarding changing the swap agreement given the fact that LIBOR is going away and needs to be replaced with another index. Mr. Kelly turned the meeting over to Mr. Powell for a brief overview. Mr. Powell reported that MSD's Financial Advisor was present at the Finance Committee meeting and reviewed much of the same information as was discussed at last month's Planning Committee Meeting. There were three options evaluated that were available to the District. LIBOR is going away. The interest rate swap is based on LIBOR. That is the amount of money that is coming back to MSD in relation to the interest rate swap. One option is to change to 100% SIFMA. This is the option recommended to the Board to approve. The second option available is to terminate the swap, pay the termination fee of approximately \$3.223 Million and go with a variable interest rate. The third option was to terminate the swap and refund the 2008A Bonds. Changing to SIFMA would give the District three additional years to evaluate the performance of the swap before the next debt issuance which is in 2023. At that point in time the outstanding debt will be reduced by approximately 32.6% which effectively means that the termination fee would go down in a proportional amount.

8. Consolidated Motion Agenda:

a. Consideration of Condemnation - Christian Creek Interceptor:

Mr. Hartye reported that the Right of Way Committee recommends authority to obtain appraisal and proceed with condemnation, if necessary, on the parcels stipulated in this item.

b. Consideration of Compensation Budgets – Dogwood Road @ White Pine Circle PSR and West Crabapple Lane GSR:

Mr. Hartye reported that the Right of Way Committee recommends approval of these Compensation Budgets.

c. Consideration of Reimbursement for City of Asheville Haywood Streetscape Improvement Project: MSD Walnut Street @ Rankin Avenue Sanitary Sewer Rehabilitation Project:

Mr. Hartye reported that this sewer rehabilitation project is being coordinated with a larger City of Asheville project – Haywood Streetscape Improvement Project. This comprehensive project includes water, sewer, sidewalks, stormwater and paving. There have been about 14 formal meetings for the project, including review by multiple city commissions and committees. The project is located near the center of downtown, within the Central Business District along Haywood and Walnut Streets. It consists of replacing old, problematic 6-inch clay lines that are in bad condition. These are some of the oldest lines, dating back to the early 1900's. Construction will be difficult due to the limited work areas, restricted equipment access, traffic control, pedestrian safety, etc. The project is planned to begin in January 2020 with total construction time expected to last approximately one year. The sewer portion of the project consists of 2,195 LF of 8-inch DIP. Due to the difficult nature of the project, contractors were prequalified to bid, with four being qualified. The contract was advertised and two bids were received on October 1, 2019. The contract was therefore re-advertised and two bids were again received on October 10, 2019 as follows: Thomas Construction Company in the amount of \$6,145,128.00 with the sewer portion being \$2,168,477.30 and Tennoca Construction Company in the amount of \$5,324,017.00 with the sewer portion being \$2,210,441.00. The apparent low bidder is Tennoca Construction Company with an overall bid amount of \$5,324,017.00. T&K Utilities is the subcontractor performing the water and sewer work. T&K has extensive experience with the District projects and is a competent contractor. Bids came in significantly over budget for all aspects of the project. Therefore, in accordance with *NCGS 143-129*, City and District Staff met with Tennoca and T&K Utilities on October 22, 2019 in order to determine ways to reduce project costs. After the meeting, Tennoca reduced its original bid for the sewer work to \$1,554,120.00. The FY 19-20 Construction Budget for the sewer portion of this project was \$1,310,000.00. This will span the fiscal year so staff will be able to re-budget the difference in the up coming fiscal year. If approved, the District will make periodic payments to the City for the completed sewer portion. The City will run the contract. The District will need to commit to the original amount plus 10% contingency so that we can keep the project moving. The 10% contingency added by the City brings the total to \$1,709,532.00. The City and the District will enter into a Memorandum of Understanding for the cost-sharing portion of the project, subject to review and approval by District Counsel. Staff recommends moving forward with this based on the strong public interest, combined with the coordination of various divisions of work, we believe this is in the best interest of MSD to proceed.

d. Consideration of Procurement of New Dump Truck – Fleet Replacement:

Mr. Hartye reported that at the March 19, 2019, Equipment Replacement Committee meeting, members recommended the purchase of one new dump truck replacement. Funds for this purchase were included in the 2019-2020 Budget. Five bid packages were received and opened on October 29, 2019, as follows: MHC Kenworth in the amount of \$178,330.00; Western Star in the amount of \$140,402.00; International/Rush Truck in the amount of \$150,424.00; Peterbilt of Charlotte/TLG in the amount of \$160,335.00; and Freightliner/WC Freightliner in the amount of \$131,422.00. Freightliner was the lowest, responsive, responsible bidder to the MSD specifications. The total cost of this contract will be \$131,422.00. \$145,000.00 is budgeted for this item in the 2019-2020 Fleet Replacement Fund. Staff recommends the bid be awarded to Feightliner.

e. Consideration of Developer Constructed Sewer Systems: Fernwood Avenue; Fields BMW; Grove Park Views; Lausch Subdivision:

Mr. Hartye reported that the Fernwood Avenue project is located in the City of Asheville and consisted of extending approximately 365 linear feet of 8-inch public gravity sewer to serve 3 single-family residential units.

Mr. Hartye reported that the Fields BMW project is located along Skyland Inn Drive in the City of Asheville and consisted of relocating approximately 484 linear feet of 8-inch public gravity sewer and abandoning approximately 320 linear feet of 8-inch public gravity sewer to accommodate the commercial development.

Mr. Hartye reported that the Grove Park Views project is located along Henrietta Street and Spears Avenue in the City of Asheville and consisted of extending approximately 150 linear feet of 8-inch public gravity sewer to serve a 7-unit residential subdivision.

Mr. Hartye reported that the Lausch Subdivision project is located off Aurora Drive in the City of Asheville and consisted of extending approximately 285 linear feet of 8-inch public gravity sewer to serve a 4-unit single family residential subdivision.

Staff recommends acceptance of the aforementioned developer constructed sewer systems. All MSD requirements have been met.

f. First Quarter Budget to Actual ending September 30, 2019:

Mr. Powell reported that Page 35 presents the District's first quarter Budget to Actual Revenue and Expenditure Report. Domestic User Fees and Industrial User Fees are at budgeted expectations. Facility and Tap Fees are above budgeted expectations due to receiving approximately \$137,000.00 from one developer. Interest and miscellaneous income are below budgeted expectations. Actual

short-term interest rates are lower than anticipated for the fiscal year. O&M Expenditures are at 31.8% of budget. They include encumbered amounts which has elevated this budget to actual amount of above 25%. Encumbrances as of the end of September were approximately \$1.3 Million. Bond Principal and Interest Expenditures reflected at 25%. This aids the user to properly assess debt service commitments on a budgetary perspective. Actual amount spent as of the end of the first quarter is 2.1%. This is due to the timing of the District's debt service payments. Amounts budgeted for capital equipment and capital projects are rarely expended proportionately throughout the year. However, Staff believes at the end of the fiscal year both items will be at budgeted expectations.

g. Cash Commitment Investment Report – Month ended September, 2019:

Mr. Powell reported that Page 38 presents the makeup of the District's Investment Portfolio. There has been no significant change in the makeup of the portfolio from the prior month. Page 39 presents the MSD investment managers report for the month of September. The weighted average maturity of the investment portfolio is 99 days and the yield to maturity is 2.14%. Page 42 presents the District's Variable Debt Service report. The 2008A Series Bonds are performing better than budgeted expectations. As of the end of October, both issues have saved the District rate payers over \$6.1 million in debt service since April 2008.

With no further discussion, Mr. Kelly called for a motion to approve the Consolidated Motion Agenda. Mr. Watts moved, Ms. Wisler seconded the motion. Roll call vote was as follows: 10 ayes; 0 Nays.

9. Old Business:

None.

10. New Business:

Mr. Hartye reported that Mr. Valois has requested to have Staff prepare benchmarking information with other utilities and organizations. As this involves a significant amount of time over and above our normal operations, obligations and activities, Mr. Hartye stated that he and Staff want to get past the thrust of the CCWSD analysis and audit, which are also above and beyond operational obligations. These have been done and he and Staff are starting to pull together information for the benchmarking study. This will be done by the December or January Board meeting at latest. Mr. Hartye asked Mr. Valois if he would like to speak to this matter. Mr. Valois asked if Staff would also be doing the self-assessment aspect. Mr. Hartye stated that he and Mr. Valois could meet after this Board meeting to discuss in a little more detail. Mr. Hartye stated they could discuss how benchmarking was done by the District in 2001 and any changes anticipated as a result of new data. Mr. Pelly asked what the point of the benchmarking is. Mr. Valois stated a benchmark is something that you are not supposed to obtain, you should be below it. It gives you someplace to shoot for in performance standards.

There will be a baseline and hopefully it will keep increasing through the self-assessment process.

11. Adjournment:

With no further business, Mr. Kelly called for adjournment at 2:20 pm.

Jackie W. Bryson, Secretary/Treasurer



MEMORANDUM

TO: MSD Board
FROM: Thomas E. Hartye, P.E., General Manager
DATE: December 12, 2019
SUBJECT: Report from the General Manager

- Fiscal Year 2019 Audit

Matthew Socha from Cherry Bakaert, the Districts' Auditor, will be present to give a report on the Fiscal Year 2019 Audit. The full Comprehensive Annual Financial Report for FY 2019, which includes the Auditors report can be accessed with the following link: <http://www.msdbc.org/documents/financial/cafr/FY2019-1.pdf>
Scott Powell will go over the document as a part of the Consolidated motion agenda.

- Kudos

Diane Shelton of Trotter place in Asheville called to express her appreciation for the work performed by Wayne Rice and Eddie Dillingham. She was "beyond pleased with how quickly the problem was resolved, how fantastic and fun the guys were, and that she could not be happier."

- Principal Commercial Users

Board members and the public often ask who our biggest users are. Attached is a list of our Principal Commercial Users which can be found in the Statistical Section of the CAFR. This section also has a lot of other financial and operational statistics that may be of interest.

- Board/Committee Meetings/Events

The Employee Christmas lunch will be held December 19th at 11:30am. The next Regular Board Meeting will be held on January 15, 2020 at 2 pm. The next Right of Way Committee meeting will be held on January 22, 2020.

Principal Commercial Users

FY 2010 & FY 2019

Commercial User	Type of Business	2010			2019		
		Total Charges	Rank	Percentage of Total Charges	Total Charges	Rank	Percentage of Total Charges
Milkco, Inc.	Dairy Products & Juices	\$ 541,928	1	2.14%	\$ 692,257	1	1.85%
Jacob Holm Industries America	Textile Manufacturing	80,917	7	0.32%	517,297	2	1.38%
Mission Health System	Health & Emergency Services	235,074	2	0.93%	289,988	3	0.78%
Sierra Nevada	Micro-Brewery Manufacturer	-----			287,081	4	0.77%
Duke Progress Energy	Electric Utility	-----			226,352	5	0.61%
Arcadia Beverage	Beverage Supplier for local/global retailers	93,601	5	0.37%	220,843	6	0.59%
Ridgecrest Baptist Conference Center	Christian Conference Center	170,978	3	0.67%	204,754	7	0.55%
New Belgium Brewing	Micro-Brewery Manufacturer	-----			190,521	8	0.51%
VA Medical Center - Asheville Department of Veterans Affairs	Veterans Hospital	93,307	6	0.37%	184,338	9	0.49%
The Biltmore Company	Tourist Attraction/Winery/Resort Services	61,229	9	0.24%	157,643	10	0.42%
BONAR - (formerly Colbond)	Chemical Manufacturer	126,145	4	0.50%	-----		
Day International	Textile Machine Parts	68,276	8	0.27%	-----		
UNC-Asheville		<u>55,591</u>	<u>10</u>	<u>0.22%</u>	-----		
TOTAL		\$ 1,527,046		6.02%	\$ 2,971,074		7.95%

Source: District Billing Records

**Metropolitan Sewerage District of Buncombe County
BOARD ACTION ITEM**

BOARD MEETING DATE: December 18, 2019

SUBMITTED BY: Tom Hartye, P.E. - General Manager

PREPARED BY: Ed Bradford, P.E. - Director of Engineering
Darin Prosser, P.E. - Project Manager

SUBJECT: Consideration of Bids: New Walnut Street @ Riverside Drive Sanitary Sewer Rehabilitation Project, MSD Project No. 2017007

BACKGROUND: This project is located in Woodfin, near the Silverline Plastics facility. It consists of replacing problematic six and eight-inch clay lines, which are in poor structural condition and require ongoing maintenance.

The project is comprised of approximately 709 LF of 8-inch open-cut DIP, and 234 LF of 8-inch HDPE installed by pipe-bursting, for a total project length of 943 LF.

The project was informally advertised and two bids were received on November 26, 2019 in the following amounts:

<u>Contractor</u>	<u>Bid Amount</u>
1) Thomas Construction Co.	\$460,395.00
2) Terry Brothers Const. Co.	\$336,435.00

The apparent low bidder is Terry Brothers Construction Co. with a bid amount of \$336,435.00. Terry Brothers has completed numerous sewer rehabilitation projects for the District. Their work quality has remained excellent to date.

Please refer to the attached documentation for further details.

FISCAL IMPACT: The FY19-20 Construction Budget for this project is \$330,000.00. Sufficient funds are available in the CIP Contingency for the overage.

STAFF RECOMMENDATION: Staff recommends award of this contract to Terry Brothers Construction Co. in the amount of \$336,435.00, subject to review and approval by District Counsel.

METROPOLITAN SEWERAGE DISTRICT OF BUNCOMBE COUNTY, NORTH CAROLINA

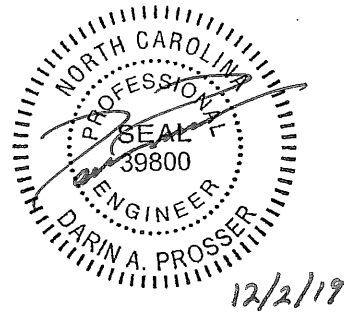
**New Walnut Street @ Riverside Drive Sewer Rehabilitation
Project No. 2017007**

**BID TABULATION
November 26, 2019**

BIDDER	MBE Form	Bid Forms (Proposal)	TOTAL BID AMOUNT
Thomas Construction Company Johnson City, TN	1	Yes	\$460,395.00
Terry Brothers Construction Co. Leicester, NC	1	Yes	\$336,435.00

APPARENT LOW BIDDER

Darin Prosser, P.E.
Project Engineer
Metropolitan Sewerage District of
Buncombe County, North Carolina



This is to certify that the bids tabulated herein were publicly opened and read aloud at 2:00 p.m. on the 26th day of November, 2019, in the W.H. Mull Building at the Metropolitan Sewerage District of Buncombe County, Asheville, North Carolina. This is an informal bid and no bid bonds were required.

Interoffice Memorandum

TO: Tom Hartye, General Manager
FROM: Ed Bradford, Engineering Director
Darin Prosser, Project Manager
DATE: December 3, 2019
RE: New Walnut St. @ Riverside Dr. Sewer Rehabilitation, MSD Project No. 2017007

This project is located in Woodfin across from Silver Line Plastics Corp. The project runs southeast along Riverside Dr. between Rhodes St. and New Walnut St. and then runs north through properties adjacent to New Walnut St. The project is approximately 943 LF, and consists of 709 LF of 8-inch DIP and 234 LF of 8-inch HDPE.

The existing line is 6-inch and 8-inch clay pipe that is in poor condition and requires yearly maintenance. This project has a relatively high Pipe Rating of 63.

Two informal bids were received on Tuesday, November 26, 2019, as follows:

<u>Contractor</u>	<u>Bid</u>
1) Thomas Construction Co.	\$460,395.00
2) Terry Brothers Construction Co.	\$336,435.00

The FY19-20 construction budget for this project is \$330,000.00. This project came in slightly overbudget due to the NCDOT requiring night construction on Riverside Drive.

Terry Brothers Construction Co. is the apparent low bidder for this contract with a bid amount of \$336,435.00. District Staff has had extensive experience with Terry Brothers Construction, and they have proven themselves to be competent contractors on past District contracts.

Staff recommends award of this contract to Terry Brothers Construction Company, contingent upon review and approval by District Counsel.

**Metropolitan Sewerage District of Buncombe County, North Carolina
CAPITAL IMPROVEMENT PROGRAM**

BUDGET DATA SHEET - FY 2019 - 2020

PROJECT:	New Walnut St. @ Riverside Dr.	LOCATION:	Woodfin
TYPE:	General Sewer Rehab.	PIPE RATING:	63
PROJECT NO.	2017007	TOTAL LF:	1,270
PROJECT BUDGET:	\$392,000.00	PROJECT ORIGIN:	Multiple Sags, Undersized Pipe

DESCRIPTION	ESTIMATED PROJECT COST	TOTAL EXPENDS THRU 12/31/18	EST. COST JAN - JUNE 2019	BUDGET FY 19-20
55310 - PRELIM. ENGINEERING				
55320 - SURVEY - DESIGN	\$5,000.00	\$4,500.00	\$500.00	
55330 - DESIGN				
55340 - PERMITS				
55350 - SPECIAL STUDIES				
55360 - EASEMENT PLATS	\$3,000.00		\$3,000.00	
55370 - LEGAL FEES	\$4,000.00		\$4,000.00	
55380 - ACQUISITION SERVICES				
55390 - COMPENSATION	\$35,000.00		\$20,000.00	\$15,000.00
55400 - APPRAISAL	\$2,500.00			\$2,500.00
55410 - CONDEMNATION	\$7,500.00			\$7,500.00
55420 - CONSTRUCTION	\$330,000.00			\$330,000.00
55430 - CONST. CONTRACT ADM.				
55440 - TESTING	\$1,000.00			\$1,000.00
55450 - SURVEY - ASBUILT	\$4,000.00			\$4,000.00
TOTAL AMOUNT	\$392,000.00	\$4,500.00	\$27,500.00	\$360,000.00

ENGINEER:	MSD	DP	ESTIMATED BUDGETS - FY 21 - 29	
R.O.W. ACQUISITION:	MSD	# PLATS: [3]	FY 20-21	\$0.00
CONTRACTOR:			FY 21-22	\$0.00
CONSTRUCTION ADM:	MSD		FY 22-23	\$0.00
INSPECTION:	MSD		FY 23-24	\$0.00
			FY 24-25	\$0.00
			FY 25-26	\$0.00
			FY 26-27	\$0.00
			FY 27-28	\$0.00
			FY 28-29	\$0.00

PROJECT DESCRIPTION: This project runs along Riverside Drive and New Walnut Street. The project begins on Riverside Drive, continues onto New Walnut Street, and extends under I-26. The existing 6-inch clay pipes have multiple sags and yearly maintenance is needed.

SPECIAL PROJECT NOTES:



**New Walnut Street at Riverside Drive
Project No. 2017007**

NOT TO SCALE



METROPOLITAN SEWERAGE DISTRICT
of
BUNCOMBE COUNTY, NORTH CAROLINA

Budget Map

Metropolitan Sewerage District of Buncombe County

BOARD ACTION ITEM

Meeting Date: December 18, 2019
Submitted By: Thomas E. Hartye, PE., General Manager
Prepared By: W. Scott Powell, CLGFO, Director of Finance
Subject: Presentation of Audit & CAFR – Fiscal Year Ended June 30, 2019

Background

Both North Carolina law and the Bond Order require an annual audit of the District’s financial records. The District has incorporated the audited financial statements into a Comprehensive Annual Financial Report (CAFR), which adds transmittal and statistical data to assist readers in analyzing the audited financial statements. The CAFR is also used to satisfy continuing disclosures required by the Bond Order and other contractual agreements.

Discussion

The auditors' unmodified (commonly called “clean”) opinion is the first document behind the “Financial Section” tab.

Included with the CAFR is a standard letter from the independent auditors describing the auditors’ responsibilities under accounting standards, their understanding of District policies and estimates, and assurance that no significant adjustments to the District financial records are required.

Finally, the District did not have any reportable conditions or other issues requiring additional auditor communication with the Board. See the attached Management Letter.

Staff Recommendation

Acceptance of the CAFR. To view the document, click the hyperlink below:

<http://www.msdbc.org/documents/financial/cafr/FY2019-1.pdf>

<u>Action Taken</u>			
Motion by:	to	<input type="checkbox"/> Approve	<input type="checkbox"/> Disapprove
Second by:		<input type="checkbox"/> Table	<input type="checkbox"/> Send to Committee
Other:			
Follow-up required:			
Person responsible:		Deadline:	

The Board of Directors
Metropolitan Sewerage District of Buncombe County, North Carolina
Asheville, North Carolina

We have audited the statement of net position of Metropolitan Sewerage District of Buncombe County, North Carolina (the "District") as of June 30, 2019 and the related statements of revenues, expenses, and changes in net position and cash flows for the year then ended, and the related notes to the financial statements. Professional standards require we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 9, 2019. Professional standards also require we communicate to you the following information related to our audit.

SIGNIFICANT AUDIT FINDINGS

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in notes to the financial statements. The District adopted and implemented Governmental Accounting Standards Board Statement No. 88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*, during the fiscal year ended June 30, 2019. Disclosures in the financial statements have been updated to reflect this new standard. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the District's financial statements were:

- Management's estimate of the allowance for doubtful accounts is based on an analysis of historical collection trends, current customer relations, credit sales levels, industry factors, and current and anticipated economic conditions.
- Management's estimate of the useful lives of capital assets is estimated based on the type and use of the capital asset.
- Management's estimate of the annual OPEB expense and the total OPEB liability is based on projections of benefits and actuarial methods and assumptions which incorporate factors such as the retirement age for active employees, life expectancy, healthcare cost trends, and health insurance premiums.
- Management's estimate of the fair value of the interest rate swap liability is the estimated net present value of all future cash flows. This represents the fair value of the current difference in the variable rate and interest paid under the swap agreement over the remaining term of the agreement.
- Management's estimate of the net pension liability is based on an actuarial analysis performed by a third party and the fair value of pension assets. We evaluated the key factors and assumptions used to develop the asset in determining that it is reasonable in relation to the financial statements taken as a whole.

We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no misstatements noted during our audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 28, 2019

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves an application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

OTHER MATTERS

With respect to the management discussion and analysis, and the other required supplementary information ("RSI"), which is required supplementary information that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary financial data, as listed in the table of contents, which accompany the financial statements but are not RSI. With respect to this supplementary financial data, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary financial data to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory or statistical sections, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the information and use of the Board of Directors and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties.

Cherry Bekart LLP

Charlotte, North Carolina

October 28, 2019

Metropolitan Sewerage District of Buncombe County

BOARD INFORMATIONAL ITEM

Meeting Date: December 18, 2019
Submitted By: Thomas E. Hartye, PE., General Manager
Prepared By: W. Scott Powell, CLGFO, Director of Finance
 Cheryl Rice, Accounting Manager
Subject: Cash Commitment/Investment Report-Month Ended October 31, 2019

Background

Each month, staff presents to the Board an investment report for all monies in bank accounts and specific investment instruments. The total investments as of October 31, 2019 were \$74,595,816. The detailed listing of accounts is available upon request. The average rate of return for all investments is 2.274% These investments comply with North Carolina General Statutes, Board written investment policies, and the District’s Bond Order.

The attached investment report represents cash and cash equivalents as of October 31, 2019 do not reflect contractual commitments or encumbrances against said funds. Shown below are the total investments as of October 31, 2019 reduced by contractual commitments, bond funds, and District reserve funds. The balance available for future capital outlay is \$22,301,153.

Total Cash & Investments as of 10/31/19		74,595,816
Less:		
Budgeted Commitments (Required to pay remaining expenditures from unrestricted cash)		
Construction Funds	(24,386,870)	
Operations & Maintenance Fund	<u>(12,277,563)</u>	
		(36,664,433)
Bond Restricted Funds		
Bond Service (Funds held by trustee):		
Funds in Principal & Interest Accounts	(51,831)	
FY20 Principal & Interest Due	<u>(9,481,898)</u>	
		(9,533,729)
District Reserve Funds		
Fleet Replacement	(884,144)	
Pump Replacement	(197,118)	
WWTP Replacement	(200,561)	
Maintenance Reserve	<u>(995,410)</u>	
		(2,277,233)
District Insurance Funds		
General Liability	(111,631)	
Worker's Compensation	(287,582)	
Post-Retirement Benefit	(2,014,335)	
Self-Funded Employee Medical	<u>(1,405,720)</u>	
		<u>(3,819,268)</u>
Designated for Capital Outlay		<u>22,301,153</u>

Meeting Date: December 18, 2019

Subject: Cash Commitment/Investment Report-Month Ended October 31, 2019

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Staff Recommendation

None - Information Only.

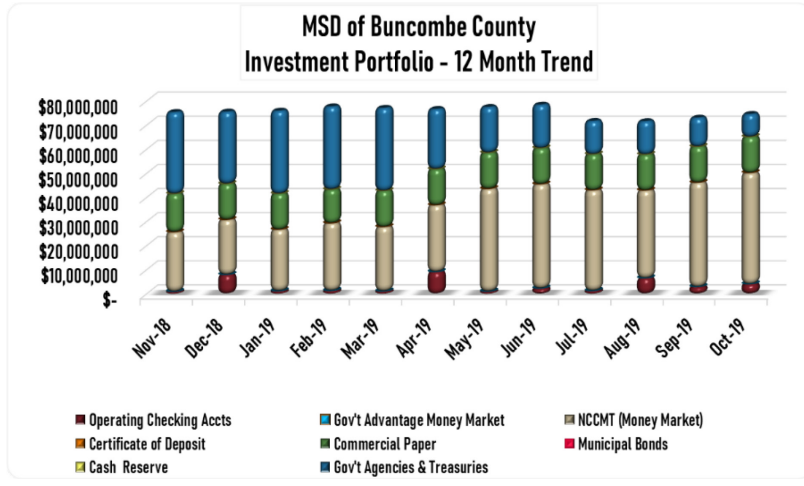
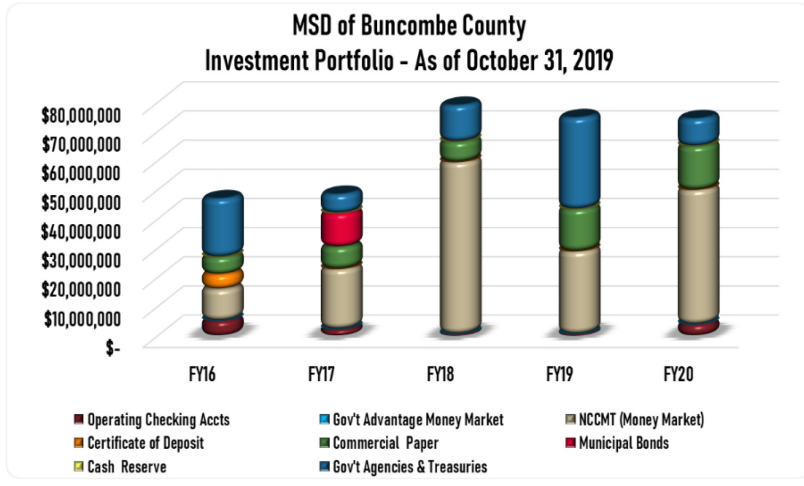
Action Taken

Motion by: _____ to Approve Disapprove
Second by: _____ Table Send to Committee
Other: _____
Follow-up required: _____
Person responsible: _____ Deadline: _____

Metropolitan Sewerage District of Buncombe County Investment Portfolio

	Operating Checking Accounts	Gov't Advantage Money Market	NCCMT (Money Market)	Certificate of Deposit	Commercial Paper	Municipal Bonds	Cash Reserve	Gov't Agencies & Treasuries	Total
Held with Bond Trustee	\$ -	\$ -	\$ 51,831	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,831
Held by MSD	4,060,935	46,684	46,058,723	-	14,946,522	-	-	9,431,121	74,543,985
	\$ 4,060,935	\$ 46,684	\$ 46,110,554	\$ -	\$ 14,946,522	\$ -	\$ -	\$ 9,431,121	\$ 74,595,816

Investment Policy Asset Allocation	Maximum Percent	Actual Percent	
U.S. Government Treasuries, Agencies and Instrumentalities	100%	12.64%	No significant changes in the investment portfolio as to makeup or total amount.
Bankers' Acceptances	20%	0.00%	
Certificates of Deposit	100%	0.00%	The District's YTM of 2.02% is exceeding the YTM benchmark of the NCCMT Government Portfolio.
Commercial Paper	20%	20.00%	
Municipal Bonds	100%	0.00%	
North Carolina Capital Management Trust	100%	61.86%	
Checking Accounts:	100%		All funds invested in CD's, operating checking accounts, Gov't Advantage money market are fully collateralized with the State Treasurer.
Operating Checking Accounts		5.44%	
Gov't Advantage Money Market		0.06%	



Meeting Date: December 18, 2019

Subject: Cash Commitment/Investment Report-Month Ended October 31, 2019

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**Metropolitan Sewerage District
INVESTMENT MANAGERS' REPORT
At October 31, 2019**

Summary of Asset Transactions

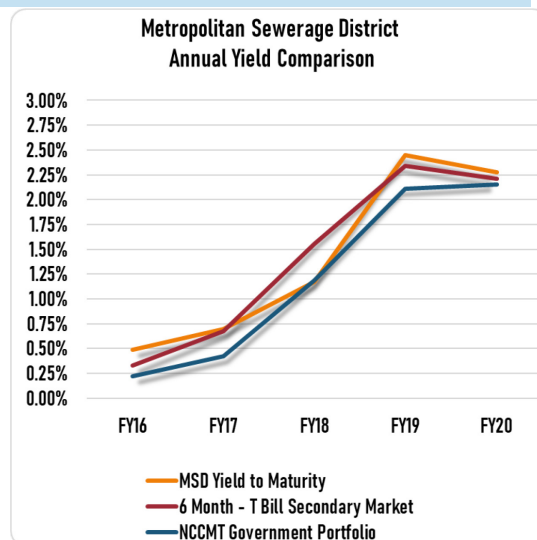
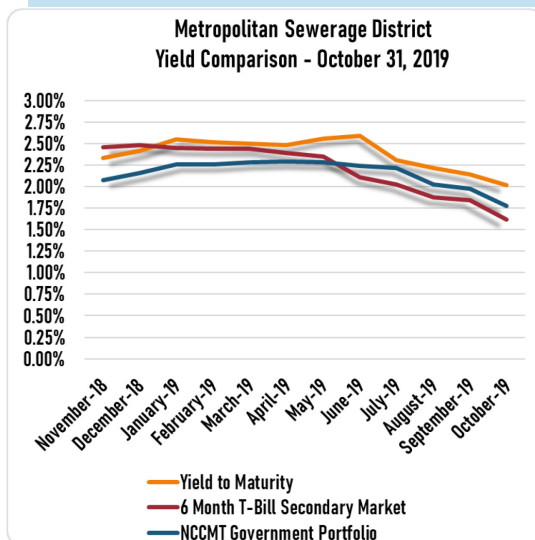
	Original Cost	Market	Interest Receivable
Beginning Balance	\$ 67,130,626	\$ 67,159,895	\$ 88,765
Capital Contributed (Withdrawn)	241,534	241,534	-
Realized Income	116,369	116,369	(60,339)
Unrealized/Accrued Income	-	49,787	19,551
Ending Balance	<u>\$ 67,488,529</u>	<u>\$ 67,567,585</u>	<u>\$ 47,977</u>

Value and Income by Maturity

	Original Cost	Income
Cash Equivalents <91 Days	\$ 58,057,408	\$ 107,849
Securities/CD's 91 to 365 Days	6,431,120	\$ 11,947
Securities/CD's > 1 Year	3,000,000	\$ 5,573
	<u>\$ 67,488,529</u>	<u>\$ 125,368</u>

Month End Portfolio Information

Weighted Average Maturity	88
Yield to Maturity	2.05%
6 Month T-Bill Secondary Market	1.62%
NCCMT Government Portfolio	1.78%

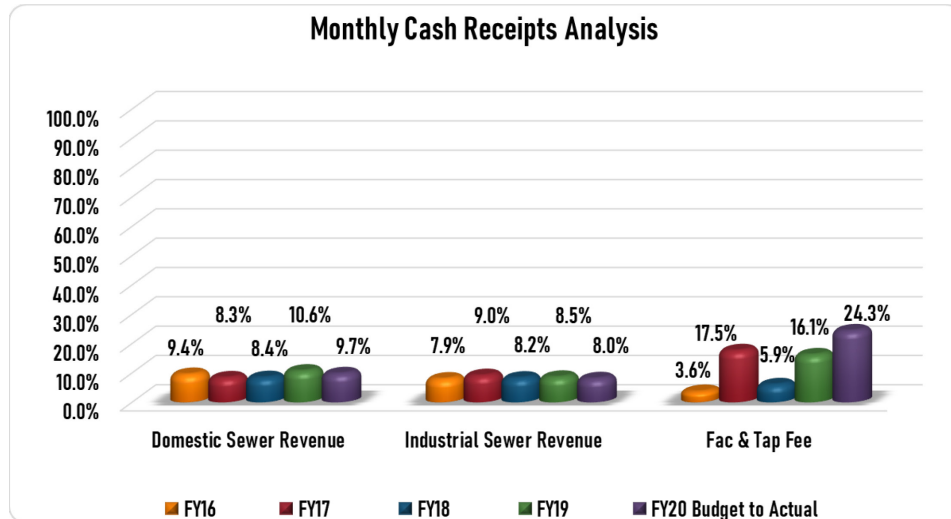


Meeting Date: December 18, 2019

Subject: Cash Commitment/Investment Report-Month Ended October 31, 2019

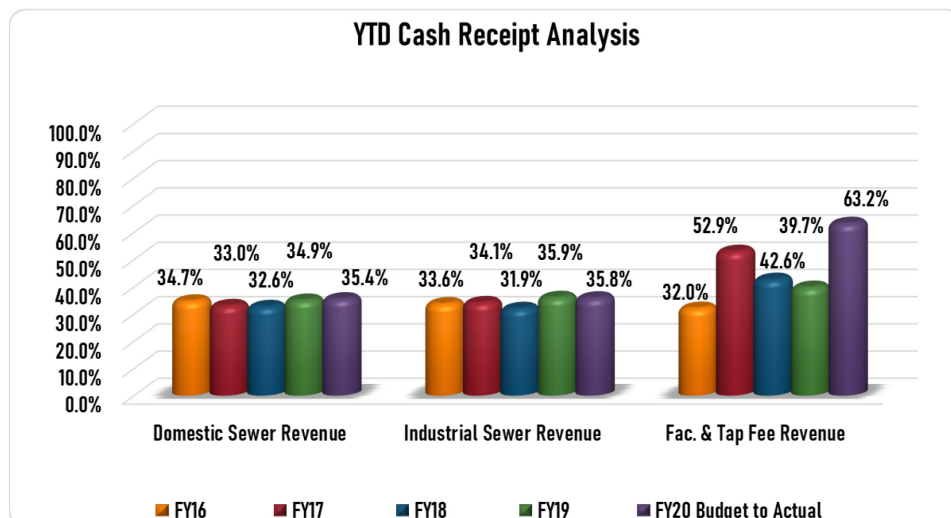
Page 5

Metropolitan Sewerage District
ANALYSIS OF CASH RECEIPTS
As of October 31, 2019



Monthly Cash Receipts Analysis:

- ✚ Monthly domestic sewer revenue is considered reasonable based on timing of cash receipts in their respective fiscal periods.
- ✚ Monthly industrial sewer revenue is reasonable based on historical trends.
- ✚ Due to the unpredictable nature of facility and tap fee revenue, staff considers facility and tap fee revenue reasonable.



YTD Actual Revenue Analysis:

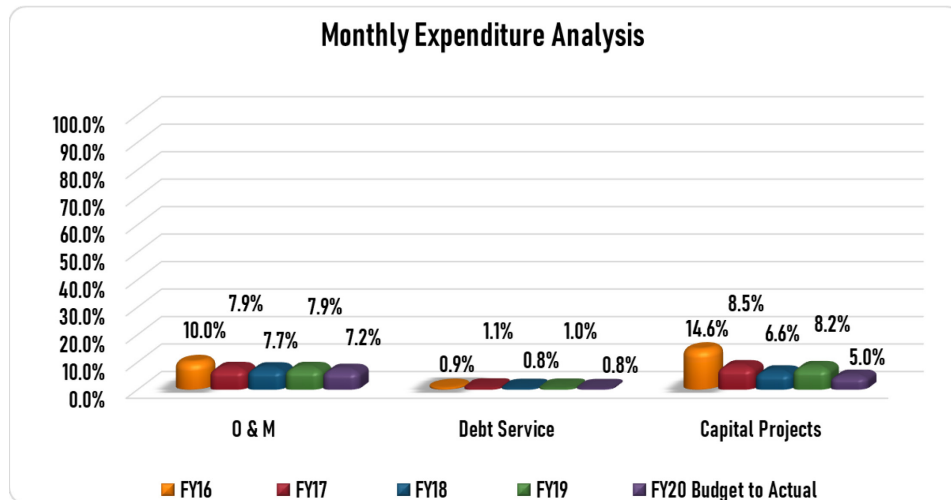
- ✚ YTD domestic sewer revenue is considered reasonable based on historical trends.
- ✚ YTD industrial sewer revenue is reasonable based on historical trends.
- ✚ Due to the unpredictable nature of facility and tap fee revenue, staff considers facility and tap fee revenue reasonable.

Meeting Date: December 18, 2019

Subject: Cash Commitment/Investment Report-Month Ended October 31, 2019

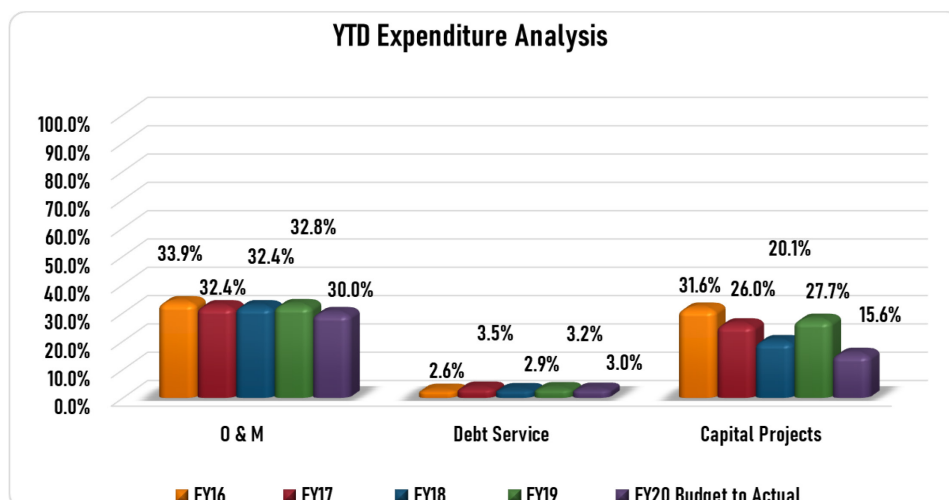
Page 6

Metropolitan Sewerage District
ANALYSIS OF EXPENDITURES
As of October 31, 2019



Monthly Expenditure Analysis:

- ✚ Monthly O&M expenditures are considered reasonable based on historical trends and timing of expenditures in the current year.
- ✚ Due to the nature of the variable rate bond market, monthly expenditures can vary year to year. Based on current variable interest rates, monthly debt service expenditures are considered reasonable.
- ✚ Due to nature and timing of capital projects, monthly expenditures can vary from year to year. Based on the current outstanding capital projects, monthly capital project expenditures are considered reasonable.



YTD Expenditure Analysis:

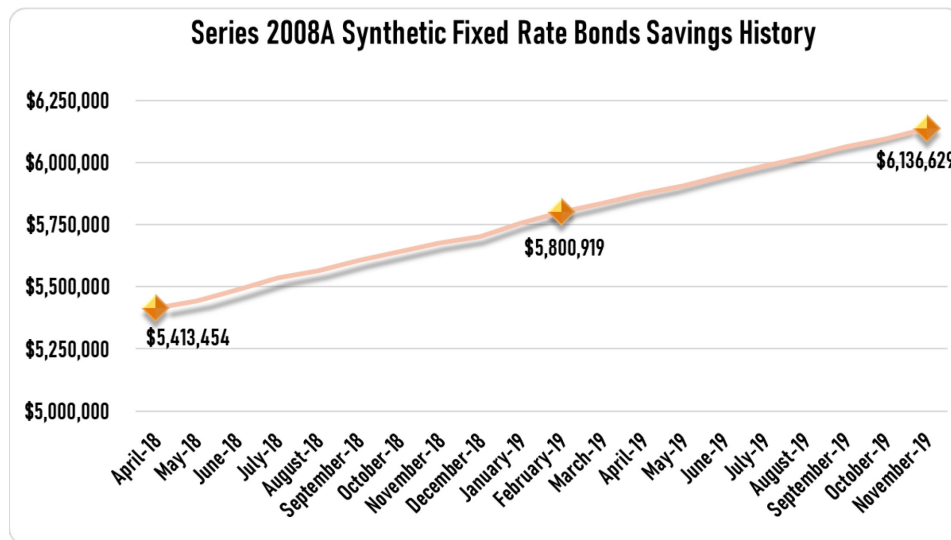
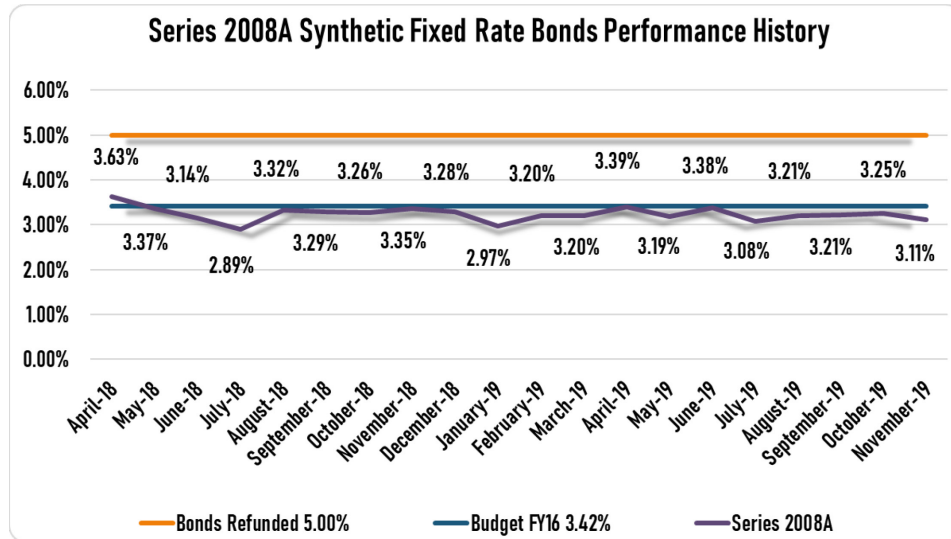
- ✚ YTD O&M expenditures are considered reasonable based on historical trends.
- ✚ Due to the nature of the variable rate bond market, YTD expenditures can vary year to year. Based on current variable interest rates, YTD debt service expenditures are considered reasonable.
- ✚ Due to nature and timing of capital projects, YTD expenditures can vary from year to year. Based on the current outstanding capital projects, YTD capital project expenditures are considered reasonable.

Meeting Date: December 18, 2019

Subject: Cash Commitment/Investment Report-Month Ended October 31, 2019

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Metropolitan Sewerage District
VARIABLE DEBT SERVICE REPORT
As of November 30, 2019



Series 2008A:

- ✚ Savings to date on the Series 2008A Synthetic Fixed Rate Bonds is \$6,136,629 as compared to 4/1/2008 fixed rate of 4.85%.
- ✚ Assuming the rate on the Series 2008A Bonds continues at the current all-in rate of 3.9475%, MSD will achieve cash savings of \$4,670,000 over the life of the bonds.
- ✚ MSD would pay \$3,347,076 to terminate the existing Bank of America Swap Agreement.

STATUS REPORTS

**MSD System Services In-House Construction
FY 19-20**

PROJECT NAME	LOCATION	ZIP CODE	ESTIMATED FOOTAGE	ESTIMATED PROJECT DATES	WO#	CREW	COMPLETION DATE	ACTUAL FOOTAGE	NOTES
Saint Johns Street Force Main Replacement	Arden	28704	1040	6/10/19-7/5/19	238516	631	7/1/2019	1048	Complete
Brown Avenue at Elk Mtn Rd	Woodfin	28804	484	7/6/19 - 7/17/19	252976	631	7/17/2019	500	Complete
324 Brooklyn Road Sewer Rehabilitation	Asheville	28803	100	7/18/19-7/19/19	258462	631	7/19/2019	85	Complete
Tried Street Sewer Rehab	Asheville	28803	100	7/20/19 - 7/28/19	263127	631	7/25/2019	86	Complete
415 Chunn's Cove Road at Willow Ridge Sewer Rehabilitation	Asheville	28805	100	8/1/19 - 8/8/19	258463	631	8/2/2019	100	Complete
106 Seventh St Sewer Rehabilitation	Black Mountain	28711	200	8/9/19 - 8/20/19	225198	631	8/13/2019	200	Complete
122 Wendover Road Sewer Rehabilitation	Asheville	28806	113	8/14/19 - 8/16/19	258561	631	8/16/2019	112	Complete
2 Spartan Avenue Sewer Replacement	Asheville	28806	110	8/14/2019	264550	614	8/14/2019	110	Complete
Riverside Drive @ Vine Street	Woodfin	28804	220	8/19/19 - 8/21/19	264742	631	8/21/2019	220	Complete
Barnard Avenue at Lookout Sewer Rehabilitation	Asheville	28804	200	8/22/19 - 8/27/19	236089	631	8/27/2019	205	Complete
Waynensville Avenue at Brownwood	Asheville	28806	798	6/24/19 - 8/31/19	247283	674	8/30/2019	698	Complete
Lower Melody Lane Sewer Rehabilitation	Asheville	28803	694	8/28/19 - 10/1/19	256882	631	9/27/2019	667	Complete
149 State Street Sewer Rehabilitation	Asheville	28806	265	9/1/19 - 9/20/19	237791	674	9/24/2019	233	Complete
15 New Jersey Sewer Rehabilitation	Asheville	28806	250	9/21/19 - 10/7/19	238782	674	10/2/2019	228	Complete
Old Haw Creek Road at Dillingham Road Phase I	Asheville	28805	419	10/2/19 - 11/1/19	220080	631	10/28/2019	420	Complete
Montgomery Street Construction Rehabilitation Section 1	Asheville	28806	218	11/4/19 - 11/8/19	266979	674	11/7/2019	218	Complete
Montgomery Street Construction Rehabilitation Section 2	Asheville	28806	218	11/4/19 - 11/8/19	266673	674	11/6/2019	382	Complete
12 Mayflower Drive Sewer Rehabilitation	Asheville	28804	279	11/16/19 - 12/1/19	247347	631	11/15/2019	313	Complete
Erwin Hills Force Main Relocation	Leicester	28806	60	11/11/19 - 11/20/19	266981	674	11/19/2019	68	Complete
28 Mayflower Drive Sewer Replacement	Asheville	28804	272	11/2/19 - 12/2/19	265101	631	11/26/2019	185	Complete
East Grovestone Quarry Sewer Rehabilitation	Black Mountain	28711	780	10/21/19-12/15/19	213459	674			Construction 75% complete
217 Mountain View Road Sewer Rehabilitation Ph. 2	Asheville	28805	483	12/2/19-1/1/20	260470	631			Construction set to begin 12/2/19
139 Old County Home Road	Asheville	28806	352	12/16/19 - 1/1/20	260128	674			Ready for construction
Sarvena Place	Asheville	28804	160	1/2/20 - 1/31/20	262466	631			Ready for construction
Starnes Avenue at Broadway Street	Asheville	28801	400	FY 19-20	208325	TBA			Ready for construction
154 Overbrook Road	Montreat	28757	470	FY 19-20	264010	TBA			Ready for construction
72 Dillingham Road	Asheville	28805	234	FY 19-20	39327	TBA			In ROW
332 Wilson Avenue	Swannanoa	28778	235	FY 19-20	210202	TBA			In ROW
111 Compton Drive	Asheville	28806	360	FY 19-20	228741	TBA			In ROW
Coleman Avenue at Conestee	Asheville	28801	1490	FY 19-20	233875	TBA			In ROW
Lake Julian FM Replacement	Arden	28704	300	FY 19-20	267272	TBA			In Design
Lakewood Drive at Waverly Road Sewer Rehabilitation	Asheville	28803	1350	FY 19-20	258770	TBA			In Design
Empire Drive @ Hendersonville Road	Asheville	28803	287	FY 19-20	229444	TBA			Preliminary Engineering
48 Clarendon Road Sewer Rehabilitation	Asheville	28806	500	FY 19-20	258562	TBA			Preliminary Engineering
Antique Lane to Colters Path Sewer Rehabilitation	Asheville	28806	1600	FY 19-20	258821	TBA			Preliminary Engineering
Daniel Road to Starnes Cove Place Sewer Rehabilitation	Asheville	28806	879	FY 19-20	258822	TBA			Preliminary Engineering
Moss Lane at Cedar Lane Sewer Rehabilitation	Arden	28704	911	FY 19-20	258823	TBA			Preliminary Engineering
Sweeten Creek Rd At Carrington PI Sewer Rehabilitation	Arden	28704	1232	FY 19-20	258825	TBA			Preliminary Engineering



CONSTRUCTION TOTALS BY DATE COMPLETED - Monthly

From 7/1/2019 to 10/31/2019

	Dig Ups	Emergency Dig Ups	Dig Up ML Ftg	Dig Up SL Ftg	Manhole Repairs	Taps Installed	ROW Ftg	IRS Rehab Ftg *	Const Rehab Ftg *	D-R Rehab Ftg *	Manhole Installs	Bursting Rehab Ftg *	Total Rehab Ftg *
July 2019	25	12	163	718	27	24	12,239	0	24	606	10	1,121	1751
August 2019	32	6	138	488	27	28	2,615	0	110	1543	12	0	1653
September 2019	13	10	286	431	18	21	11,200	0	0	800	10	100	900
October 2019	23	9	156	1,008	22	29	3,445	0	0	236	8	420	656
Grand Totals	93	37	743	2,645	94	102	29,499	0	134	3185	40	1,641	4960

* Used to calculate Total Rehab Footage



CUSTOMER SERVICE REQUESTS

Monthly - All Crews

CREW	MONTH	JOBS	AVERAGE RESPONSE TIME	AVERAGE TIME SPENT
DAY 1ST RESPONDER				
	July, 2019	108	25	35
	August, 2019	85	23	41
	September, 2019	59	24	38
	October, 2019	95	24	39
		347	24	38
NIGHT 1ST RESPONDER				
	July, 2019	13	24	15
	August, 2019	18	25	20
	September, 2019	7	30	36
	October, 2019	12	28	25
		50	26	22
ON-CALL CREW *				
	July, 2019	41	41	37
	August, 2019	29	34	30
	September, 2019	24	39	59
	October, 2019	38	34	25
		132	37	36
Grand Totals:		529	28	36

* On-Call Crew Hours: 8:00pm-7:30am Monday-Friday, Weekends, and Holidays



PIPELINE MAINTENANCE TOTALS BY DATE COMPLETED - Monthly

July 01, 2019 to October 31, 2019

	Main Line Wash Footage	Service Line Wash Footage	Rod Line Footage	Cleaned Footage	CCTV Footage	Smoke Footage	SL-RAT Footage
2019							
July	89,420	739	8,930	98,350	21,980	325	17,474
August	100,227	1,060	1,520	101,747	20,013	2,700	6,860
September	62,575	696	3,060	65,635	13,188	14,821	44,100
October	88,177	972	5,789	93,966	41,345	500	49,697
Grand Total:	340,399	3,467	19,299	359,698	96,526	18,346	118,131
Avg Per Month:	85,100	867	4,825	89,925	24,131	4,587	29,533

CAPITAL IMPROVEMENT PROGRAM

STATUS REPORT SUMMARY

December 11, 2019

PROJECT	LOCATION OF PROJECT	CONTRACTOR	AWARD DATE	NOTICE TO PROCEED	ESTIMATED COMPLETION DATE	*CONTRACT AMOUNT	*COMPLETION STATUS (WORK)	COMMENTS
BEAUCATCHER ROAD @ KENILWORTH ROAD PHASE 1	Asheville 28805	Terry Brothers Construction Company	1/16/2019	6/24/2019	12/31/2019	\$178,158.00	99%	Mainline work and pavement restoration are complete, final inspection is being scheduled.
BEAUCATCHER ROAD @ KENILWORTH ROAD PHASE 2	Asheville 28805	Terry Brothers Construction Company	7/17/2019	10/14/2019	12/31/2019	\$336,029.00	99%	Mainline work and pavement restoration are complete, final inspection is being scheduled..
KENILWORTH ROAD @ SPRINGDALE ROAD	Asheville 28805	Terry Brothers Construction Company	1/16/2019	6/24/2019	12/31/2019	\$256,574.00	99%	Mainline work and pavement restoration are complete, final inspection is being scheduled..
MULL BUILDING HVAC PHASE 1	Woodfin	Pyatt Heating & Air Conditioning	8/21/2019	11/1/2019	1/31/2020	\$186,338.00	10%	Site work has begun. Progress meeting on 12/10/19.
MULL BUILDING IT BACKUP GENERATOR	Woodfin	MB Haynes	9/10/2019	10/7/2019	2/4/2020	\$120,700.00	40%	Pad poured and conduit laid from pad to building. Generator has been ordered.
NORTH LEXINGTON AVENUE @ I-240	Asheville 28801	Terry Brothers Construction Company	11/11/2019	TBA	TBA	\$112,522.00	0%	No work has begun yet.
OLD HAW CREEK ROAD @ GREENBRIAR ROAD	Asheville 28805	Terry Brothers Construction Company	1/16/2019	4/15/2019	12/31/2019	\$821,552.00	99%	Final inspection is being scheduled.
SOUTH FRENCH BROAD INTERCEPTOR LINING (FY 19-20)	Biltmore	Am-Liner East, Inc.	10/16/2019	1/1/2020	4/1/2020	\$866,707.00	0%	Project will begin on January 2, 2020.
TOWN BRANCH INTERCEPTOR LINING	Asheville 28801	Am-Liner East, Inc.	10/16/2019	1/1/2020	4/1/2020	\$194,629.00	0%	Work will start after the Biltmore lining project is complete.
NEW WALNUT STREET @ RIVERSIDE DRIVE	Asheville 28804	TBA	TBA	TBA	TBA	TBA	0%	Project bid on November 26th. To be presented at December's Board meeting.
WEAVERVILLE FORCE MAIN @ PLANT	Woodfin	Terry Brothers Construction Company	7/17/2019	11/4/2019	7/1/2020	\$2,188,114.10	5%	Work is underway at tie-in manhole.
WRF- PLANT HIGH RATE PRIMARY TREATMENT	Woodfin	Shook Construction Company	10/17/2018	1/7/2019	12/31/2020	\$15,062,864.61	28%	Poured walls 1 & 2 (pump room/wet well area), and forming walls 3 & 4 (clarifier area).

***Updated to reflect approved Change Orders and Time Extensions**

Planning & Development Project Status Report

Active Construction Projects Sorted by Work Location and Project Number

December 9, 2019

#	Project Name	Status	Project Number	Work Location	Zip Code	Units	LF	Pre-Construction Conference Date	Comments
1	First Baptist Relocation		2015032	Asheville	28801	Comm.	333	7/21/2015	Final Inspection complete, awaiting close-out docs
2	8 Sulphur Springs Road		2015116	Asheville	28806	6	80	11/22/2016	Final Inspection complete, awaiting close-out docs
3	Towne Place Suites		2016012	Asheville	28801	83	342	9/11/2018	Installing
4	88 Southside Ave Phase 2		2016015	Asheville	28801	18	400	2/21/2017	Awaiting Final Inspection
5	Hounds Ear (Mears Ave Cottages)		2016123	Asheville	28806	18	402	8/18/2017	Pre-con held, construction not yet started
6	Hawthorne at Mills Gap		2016222	Asheville	28803	272	442	10/3/2017	Waiting on final inspection
7	Ashecroft		2016229	Asheville	28806	40	2,450	2/20/2018	Phase 1 - Final complete, awaiting close-out docs / Phase 2 - on hold
8	Hotel Milan		2017003	Asheville	28805	112	24	9/20/2019	Pre-con held, construction not yet started
9	Gerber Road Storage		2017049	Asheville	28803	Comm.	156	2/9/2018	Final Inspection complete, awaiting close-out docs
10	RADTIP		2017052	Asheville	28801	0	919	2/13/2018	Installing
11	White Oak Grove		2017053	Asheville	28801	114	1,185	6/28/2019	Installing
12	Rock Hill Road		2017096	Asheville	28803	15	990	7/24/2018	Waiting on final inspection
13	McCormick Place		2017150	Asheville	28801	17	210	8/3/2018	Waiting on final inspection
14	Wanoca Cottages		2017214	Asheville	29903	15	378	3/26/2019	Waiting on final inspection
15	Hawthorne Apartments @ Haywood		2017225	Asheville	28806	240	1,604	10/19/2018	Waiting on Final Inspection
16	17 N. Market Street		2017238	Asheville	28801	16	256	5/10/2019	Pre-con held, construction not yet started
17	Biltmore Terrace Ph. 3		2018000	Asheville	28803	15	294	7/16/2019	Waiting on final inspection
18	US 74 Commercial Development		2018010	Asheville	28803	4	265	5/25/2018	Pre-con held, construction not yet started
19	Alice Place Subdivision		2018066	Asheville	28803	19	480	6/19/2018	Final Inspection complete, awaiting close-out docs
20	Oakview Park Road		2018072	Asheville	28803	3	230	1/29/2019	Pre-con held, construction not yet started
21	Old Haywood Subdivision Phase 1		2018073	Asheville	28806	79	1,770	3/19/2019	Pre-con held, construction not yet started
22	Fern Street		2018081	Asheville	28803	8	60	2/15/2019	Testing
23	Lee Walker Heights		2018126	Asheville	28801	116	1,755	10/1/2019	Installing
24	Le An Hurst Road		2018127	Asheville	28803	5	245	3/22/2019	Final Inspection complete, awaiting close-out docs
25	Tru by Hilton		2018131	Asheville	28805	1	248	1/25/2019	Waiting on final inspection
26	Hamrick Farms		2018133	Asheville	28715	69	3,483	8/30/2019	Pre-con held, construction not yet started
27	Bear Creek Hotel Off-site		2018141	Asheville	28806	Comm.	860	11/5/2019	Pre-con held, construction not yet started
28	Habitat - Old Haywood Road		2018258	Asheville	28806	38	1,355	8/20/2019	Waiting on Final Inspection
29	Joyner Avenue		2018264	Asheville	28801	4	215	6/4/2019	Waiting on final inspection
30	UNCA Edgewood Road Parking Lot		2019078	Asheville	28801	Comm.	373	7/19/2019	Testing
31	100 Airport Road Sewer Relocation		2019125	Asheville	28704	Comm.	548	8/23/2019	Waiting on final inspection
32	West Keesler Avenue		2007176	Black Mountain	28711	6	410	11/15/2016	Final Inspection complete, awaiting close-out docs
33	808 Montreat Road		2015126	Black Mountain	28711	4	371	4/18/2017	Final Inspection complete, awaiting close-out docs
34	Avadim		2017001	Black Mountain	28711	Comm.	2,286	1/11/2019	Installing
35	Sweet Birch Lane		2017111	Black Mountain	28711	65	780	9/28/2018	Final Inspection complete, awaiting close-out docs
36	Chapman's Cove		2017227	Black Mountain	28711	10	430	9/21/2018	Final Inspection complete, awaiting close-out docs
37	White Oak Circle		2018197	Black Mountain	28711	4	330	10/30/2018	Installing
38	402 Blue Ridge Road		2018206	Black Mountain	28711	6	372	2/5/2019	Pre-con held, construction not yet started
39	262 Flat Creek Road		2018223	Black Mountain	28711	3	270	12/6/2019	Pre-con held, construction not yet started
40	Givens Highland Farms-Cottage Development		2018272	Black Mountain	28711	16	1,355	9/13/2019	Installing
41	Padgettown Road - Phase 1		2019003	Black Mountain	28711	6	240	7/19/2019	Waiting on final
42	Padgettown Road - Phase 2		2019085	Black Mountain	28711	43	1,308	7/19/2019	Pre-con held, construction not yet started
43	Retreat at Arden Farms		2018207	Buncombe Co.	28704	416	299	11/19/2019	Pre-con held, construction not yet started
44	Hyde Park Phase 2		2013058	Buncombe Co.	28704	14	500	12/3/2013	Final Inspection complete, awaiting close-out docs
45	Creekside Cottages		2014095	Buncombe Co.	28704	7	504	3/12/2015	Final Inspection complete, awaiting close-out docs
46	Avondale Subdivision		2015052	Buncombe Co.	28803	4	215	4/7/2017	Final Inspection complete, awaiting close-out docs
47	Waightstill Mountain Phase 2B		2015155	Buncombe Co.	28704	16	1,784	4/23/2019	Installing
48	Bee Tree Village		2015158	Buncombe Co.	28778	26	1,118	3/17/2017	Waiting on final inspection
49	L26 at Brevard Road		2016132	Buncombe Co.	28806	0	355	10/23/2017	In Construction
50	Bradley Branch Phase 4A		2016189	Buncombe Co.	28704	25	2,420	5/10/2019	Installing
51	Villas of Avery Creek		2017068	Buncombe Co.	28704	270	3,170	9/18/2018	Waiting on final inspection
52	ABCCM		2017083	Buncombe Co.	28806	60	4,069	12/4/2018	Final Inspection complete, awaiting close-out docs
53	240 Old Farm School Road		2017112	Buncombe Co.	28805	4	340	2/9/2018	Final Inspection complete, awaiting close-out docs
54	Glenn Bridge Meadows		2017151	Buncombe Co.	28704	30	1,692	7/19/2019	Testing
55	Sweetgrass Apartments		2018015	Buncombe Co.	28704	270	1,090	4/12/2019	Installing
56	The Ramble Block I		2018050	Buncombe Co.	28803	39	7,316	12/4/2018	Testing
57	Upper Grassy Branch Road		2018087	Buncombe Co.	28805	6	250	8/31/2018	Waiting on final inspection
58	Stames Cove Subdivision		2018106	Buncombe Co.	28806	14	315	9/6/2019	Pre-con held, construction not yet started
59	412 Ridge Street		2018111	Buncombe Co.	28715	4	275	5/7/2019	Waiting on final inspection
60	705 Bee Tree Road		2018115	Buncombe Co.	28778	6	240	12/18/2018	Final Inspection complete, awaiting close-out docs
61	New Riparian		2018156	Buncombe Co.	28778	5	275	9/28/2018	Final Inspection complete, awaiting close-out docs
62	Cedar Lane		2018164	Buncombe Co.	28704	9	145	3/22/2019	Pre-con held, construction not yet started
63	Fountain Park Subdivision		2018167	Buncombe Co.	28806	240	8,023	7/12/2019	Installing
64	50 Blake Ct.		2018174	Buncombe Co.	28704	5	307	7/30/2019	Waiting on final inspection
65	The Preserve at Avery's Creek Phase 2		2018188	Buncombe Co.	28704	141	4,000	6/16/2017	Final Inspection complete, awaiting close-out docs
66	East Haven Apartments		2018198	Buncombe Co.	28778	95	34	7/30/2019	Ready for testing
67	The Reserve at Gashes Creek		2018208	Buncombe Co.	28803	190	1,940	8/2/2019	Installing
68	Biltmore Lake Block I-4		2018226	Buncombe Co.	28715	27	1,770	3/12/2019	Final Inspection complete, awaiting close-out docs
69	Roberts Relocation		2018250	Buncombe Co.	28803	1	340	7/19/2019	Final Inspection complete, awaiting close-out docs
70	44 Central Ave		2017107	Weaverly	28787	7	275	10/27/2017	Final Inspection complete, awaiting close-out docs
71	Ambler's Chase		2017249	Weaverly	28787	21	1,235	11/29/2018	Testing
72	Northridge Commons Townhomes		2018082	Weaverly	28787	53	1,380	4/9/2019	Pre-con held, construction not yet started
73	Maple Trace Ph. 4		2018214	Weaverly	28787	35	1,265	5/24/2019	Waiting on final inspection
74	Crest Mountain Phase 3B		2013041	Woodfin	28806	69	1,329	10/15/2013	Punchlist pending, awaiting closeout documents (roadwork remaining)
75	Reese & Jan Lasher (High Hopes)		2015152	Woodfin	28806	14	320	4/26/2016	Final Inspection complete, awaiting close-out docs
76	Olivette Development-Phase 1 Gravity		2016065	Woodfin	28804	356	1,155	3/29/2018	Final Inspection complete, awaiting close-out docs
77	Olivette Pump Station/Force Main		2016213	Woodfin	28804	356	1,740	2/27/2018	Working on punchlist items
78	Apple Lane		2017130	Woodfin	28804	4	60	8/31/2018	Installing
79	88 North Merrimon Avenue		2017196	Woodfin	28804	Comm.	455	5/11/2018	Waiting on final inspection
80	Olivette Gravity Phase 2		2018116	Woodfin	28804	94	12,406	11/27/2018	Installing
81	Skyfin-Terraces at Reynolds Mtn -Phase 3&4		2018187	Woodfin	28804	22	845	8/8/2017	Waiting on final inspection
82	Brown Avenue		2018267	Woodfin	28804	3	62	7/2/2019	Waiting for testing
83	French Broad River Academy for Girls		2019151	Woodfin	28804	Comm.	20	9/13/2019	Final Inspection complete, awaiting close-out docs
				TOTAL			4,448	95,837	