

BOARD OF THE METROPOLITAN SEWERAGE DISTRICT
January 15, 2020

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, January 20, 2020. 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; Joseph Martin with Woodfin Sanitary Water Sewer District; Tom Hartye, Ed Bradford, Scott Powell, Darin Prosser, Mike Stamey, Hunter Carson, Roger Edwards, Julie Willingham, Ken Stines, Matthew Walter, Pam Thomas 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 December 18, 2019 Board Meeting:

Mr. VeHaun asked if there were any changes to the Minutes of the December 18, 2019 Board Meeting. Mr. Kelly moved for approval of the minutes as presented. Mr. Pelly 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 Mr. Martin. There was no public comment.

6. Report of General Manager:

Mr. Hartye reported that Environmental Management Commission (EMC) convened on January 9th and approved very quickly and enthusiastically, the recommendation from the Water Quality Committee to move forward with the public hearing that will be necessary as a part of the process for consolidation of CCWSD into MSD. This meeting will likely occur in February or March in Henderson County. After public input the EMC will revisit the issue and make a determination if the consolidation should move forward which will likely be at their May meeting. Mr. Clarke is working on a consolidation agreement with CCWSD and will be working on an agreement with Hendersonville for billing services as well.

Mr. Hartye reported that MSD employees had zero work related injuries or illnesses which required time away from work (OSHA Form 300A). It has been over 20 years since this happened – since before MSD had its own construction program.

Mr. Hartye reported that Kathy Magsood of 9 Pressley Court called to express her appreciation for Roy Lytle and Gil Karn and their entire crews who have been

there 2 or 3 different days. She was so impressed with their work at her property and that they were such a blessing as well.

Mr. Hartye reported that attached is a forwarded email from the City of Asheville regarding 9 Garden Terrace. Thanks to the 3 crews led by Roy Lytle, Gil Karn and McKinley Hensley.

Mr. Hartye congratulated Roger Edwards and the Plant Staff for getting double mentions from ACT and the Mountain Xpress in the attached articles.

Mr. Hartye reported that Mr. Valois had asked a while back for Staff to perform a benchmarking study. Staff had performed benchmarking in 2001 as an adjunct to the master planning effort. 18–20 years ago benchmarking was the big thing in water and wastewater utility business. Consultants were making good money, collecting data from different organizations, exhuming all kinds of information to put into graphs for comparisons. Since that period most utilities track two types of performance measures – financial and regulatory. Some of the other performance measures aren't necessarily monitored or tracked and it isn't easy to garner this information from other utilities. Most of MSD's information is found in our System Performance Annual Report (SPAR) which is posted on the website and updated every year. Mr. Hartye thanked the Division Heads for gathering this information for their particular area. Benchmarking generally identifies deficiencies and proficiencies by comparing to others and by comparing to industry/regulatory standards. It relates general, nontechnical information to Boards charged with providing resources and determining rates and it provides information to self-evaluate and develop/identify "core competencies". In MSD's case it is very important that it shows progress over time. MSD performed a benchmarking study in 2001 and now in 2019 we will see what the trending is. Benchmarking does not identify "why", it doesn't indicate what exactly needs to be done and how, it doesn't "get it done" and it doesn't always compare an apple to an apple. There are gray areas and differences, for example treatment plant processes. In 2001 MSD had a consultant prepare a benchmarking study with the top 8 performers across the State of North Carolina. MSD was the oldest system by far in 2001. MSD's monthly sewer bill was not the highest but was above average. MSD's O&M Budget per mile was not the highest but high. MSD was leading the pack in relation to the fraction of the system rehabilitated because the CIP had been ramped up a year earlier knowing what was coming. Manhole overflows were way up, MSD was by far the highest, which was a bad thing. Ms. Manheimer asked what a fraction of the system rehabilitated would be. Mr. Hartye gave an example 10 miles being 1% of the 1000 miles of sewer in MSD's system. In 2001 most people were performing at about the minimum. Mr. Hartye stated that if it was 0.5% it would take 200 years to get around the sewer system, 1% would be 100 years to get around the sewer system. The other utilities are not even above 1% now. Ms. Manheimer asked if you shouldn't see a higher percentage for older systems, stating that if you had a new system you wouldn't be rehabilitating at all. Mr. Hartye stated yes you should see a higher percentage because you wouldn't be needing rehabilitation. The main takeaways from the 2001 Benchmarking study were that MSD's system was the oldest by a fair margin, MSD's SSO's were the highest by a fair margin, MSD's O&M Budget per mile was high, MSD's monthly sewer bill was above average and MSD's newly

ramped up CIP was the most aggressive by a fair margin but needed to continue to be. The Strategic Plan consisted of a three-pronged approach with the main goals being regulatory compliance and efficient use of funds. Management Operations and Maintenance (preventative instead of reactive maintenance), Sewer Rehabilitation for Structural & Maintenance (replacing the system) and Capacity Improvements for Wet and Dry flows were the three-prongs. The Management level objectives consisted of the following Core Competencies: Emergency Response - MSD had a lot of failing lines at that time so Emergency Response was number one to get things fixed; Customer Service Response; Capital Reinvestments - stepping up the CIP which had just started; Efficient Use of Funds - sewer bills were moderately high at the time and with all of the CIP work coming MSD didn't want rates skyrocketing; Environmental Stewardship/Regulatory Compliance - meeting objectives as far as permits were concerned; and a Motivated, Challenged and Competent Staff - which are sitting here. The (not so) good old days had an old system, high SSO's, new regulatory requirements on collection systems and need treatment plant upgrades. This created a squeeze. Money needed to be spent on CIP and customers believed rates were somewhat high. There was a loss of \$1.8 million per year, over the course of about 12 months, due to textile exits. There were many meetings and proforma's on what the impact would be. The CIP needed to be ramped up even more than what was projected. To see what was really going on you need to look behind the 2001 numbers and evaluate and get a root cause to develop solutions. A closer evaluation of the SSO's showed they were primarily due to structural problems. A lot of the other folks were dealing with wet weather capacity problems. The first new initiative that began at that point was the Pipe Rating Program which is an award-winning program used to determine an efficient way to address pipe defects and the relative structural integrity of all the pipes. The second new initiative was developing an in-house group to assess pipes using GIS, field cameras, coding, etc. to identify the worst pipes and repair them first. Prior to that time, everyone was using a basin technique where you fix one whole basin at a time starting with the oldest, even though some of the pipes in that particular basin were fine. Another new initiative was gearing up an in-house engineering staff. There were engineers here at MSD who were project managers but they weren't designing a lot as we were using outside consultants instead, which was very inefficient. With the help of Gary McGill with McGill Associates, MSD set up our in-house design shop with our own Professional Engineers so that we could do our own in-house project and construction management, which was more efficient both financially and time wise as far as getting projects out the door. MSD also developed in-house construction crews, giving the capability to replace about 20,000 LF of pipe per year. The added benefit is that MSD has in-house emergency response expertise. In the past for emergency dig ups, MSD had to contract out, which reduced response time and was very expensive. Another new initiative was to step up our Preventative Maintenance Cleaning. The NCDEQ standard is 10% of the system per year. MSD is cleaning 15-20% per year. MSD also added SL RAT (sonar) technology to make our cleaning efforts more efficient. This sonar information allows you to see which pipes are being clogged and then you can zero your efforts in on that cleaning.

The 2019 Benchmarking study will show comparisons with other entities, either nationally or statewide, or locally for personnel related comparisons since they are in our local market; comparisons with regulatory standards and comparisons to

MSD in 2001 trending of progress. Mr. Valois asked if MSD had established baselines or benchmarks or are just doing comparison studies to other agencies in the State. Mr. Hartye stated they were doing both, to regulatory standards. Mr. Valois asked what those standards are. Mr. Hartye stated they will see these as he goes through the presentation. Mr. Hartye presented slides and information regarding Capital Reinvestment (Construction). Past construction was at about \$418 million over the last 27 years, with the next 10 years being at about \$330 million, so MSD is significantly stepping up construction over the next 10 years. The Treatment Plant has new regulatory requirements coming down the pike. Interceptors and Carrier Bridge Pump Station will be upsized for both new growth and wet weather, along with some other wet weather storage. That all is about \$100 million worth on top of the sewer system rehabilitation. The slide presenting Construction – Percent of Total Budget (5-year average), has no standard. It is a comparison of what MSD spends on construction versus the total budget. In the 2001 study, MSD was leading because of just starting the CIP. Weaverville is a little concerning at 5% but most of the rest are doing more than before, with MSD leading the pack. MSD is still leading in capital reinvestment with an aggressive CIP. That will eventually reduce our operational cost due to reducing reactive maintenance which in turn reduces the rate increases required for the CIP. MSD's system was the oldest in the 2001 study at 52 years average age. If MSD did no rehabilitation, the system average age would be 70 years in 2019. Due to the aggressive CIP, MSD's current system average age is 42.3 years. Mr. Hartye reported that Collection System Operations and Maintenance is 37% of total budget and you wouldn't want it to be high, you want to put money back into the system and reduce your operational cost. In 2001, MSD's O&M cost per mile of sewer was comparatively high at \$3900/mile. Adjusted for inflation that cost would be \$5525/mile today. MSD's current cost per mile is \$4400/mile. Mr. Hartye presented a graph showing preventative versus corrective maintenance hours and stated that you would typically seek about 70% for preventative hours and you can see that we are higher in preventative maintenance than corrective maintenance. In the early years, a lot of MSD's operations personnel would spend the night in cold storage because they were out all hours responding to breaks and overflows which is showing on the Overtime as a Percentage of Total Payroll graph. There is a base level of overtime paid to folks on call for every day of the year. The small peaks were actually night construction in those particular years, which have drastically dropped which in turn drops our cost per mile. The NCDEQ standard for "Percent of System Cleaned per Year-Five Year Average" is 10%. MSD cleans about 15%-20% of our system per year. Most other agencies are also above that 10% with the exception of Greensboro. MSD is the only agency that we know of that monitors private calls for responses for sewer problems. Most agencies log response times for emergency public overflows or problems breaks, not private. The NCDEQ standard for customer service response time is 120 minutes. MSD decided early on to respond to everything quickly. A lot of times you will go out on what you think is a private call and it turns out to be public. MSD instituted a First Responder position. This person can go out and have the equipment to fix the problem or the judgement to figure it out. First Responders can get to a call in 30-35 minutes. Customers are not used to getting that type of response and MSD receives a lot of praise for that. The letters this Board sees are largely due to that response time. If the customers are responded to quickly and treated nicely they are less likely to complain about small rate increases. This also mitigates any problems from getting bigger, public or private, and in turn reduces the size of SSO's. In 2000-2001 SSO's were as high as

289 per year. Now they are between 35-40 per year. These are now typically reported as SSO's per 100 miles of sewer, so that you are equating a large system to a small system, dividing by the size of the system. In 2000, MSD was at about 36 SSO's per 100 miles of sewer and we are now at about 3.5 SSO's per 100 miles of sewer. In 2001, MSD's number of occurrences were way more than everyone else, now we are in the pack as far as number of occurrences or SSO's per 100 miles. The criteria for a reportable SSO is any SSO over 1000 gallons or any SSO that has a drop reach a stream. Everywhere in the mountains, if you have an overflowing manhole, it is going to pretty quickly find a stream or a conveyance leading to a stream which is the same as a stream in the State's mind. Even small SSO's for MSD end up getting counted as a reportable SSO. In the Eastern part of the State smaller SSO's on flat areas are corralled and do not meet the criteria to be reported. Last year almost half of MSD's reports were less than 1,000 gallons. Although the number of SSO's are now in the average range, MSD's volume and impact is significantly lower than others in part because of the way they are reported and again in part due to our First Responders getting out there quickly and making sure these don't turn into bigger issues later on.

Mr. Hartye then reported on the Treatment Plant. Each plant is different and has different processes and discharge standards and limits. You basically compare your performance with regulatory standards and previous performance. He presented a graph showing MSD Percent of Removal vs. NCDEQ Standard of 85%. Biochemical Oxygen Demand (BOD) and Total Suspended Solids (TSS) are the primary components that are regulated and MSD is at between 90%-98% for those two. Carbonaceous Biochemical Oxygen Demand (CBOD) of Discharge vs. NCDEQ Standard is based on concentration, the standard is 25 mg/liter and MSD hovers at a little over half of that amount. The NCDEQ Standard for TSS of Discharge is 30 mg/liter. There was a significant change in 2012 with the Aqua-Disks completed, which worked very well for us. The total suspended solids, which is the amount of solids in the discharged water, significantly dropped from about 23 mg/liter down to less than 10 mg/liter. The next graph shows cost per million gallons treated which is like comparing apples to oranges. It shows MSD being in the AWWA's 20th percentile, the median percentile and the 75th percentile. These comparisons range from secondary plants to tertiary plants. MSD's plant should be on the lower side. MSD has RBC's as opposed to conventional activated sludge and these RBC's are very electric intensive. However, MSD is lower because we have a hydro electric facility that we operate and it knocks off roughly about \$500,000.00 per year in energy costs. Those are general benchmarks from the AWWA for Treatment Plants, every plant has different processes, different discharge requirements and different standards. Mr. Valois asked if MSD would be moving toward activated sludge and if that's what they are asking. Mr. Hartye explained MSD is not asking for conventional activated sludge but what will probably happen, as he has mentioned before, is MSD has added \$15 million, and we are doing another \$15 million, in improvements at the plant for the high rate primary treatment. We are going to have to replace our main biological process in the next 7 years for two reasons. One is the new regulatory requirements that need to be met and two, because these RBC's are near the end of their useful lives. The plant upgrade was the increased spending you saw in the CIP. It will potentially have nutrient removal on a much different level and different equipment with newer technology. Mr. Hartye explained what he was referring to before regarding the conventional activated

sludge. He stated that if you have ever driven by the Durham plant on I-40 and seen the big basins, you smell it as you go by, they have small aerators which don't use that much electricity compared to the large blowers that MSD uses. The reason we have RBC's is because there is a lack of space between the big rock cliff and the river on the other side so there was no room for the large basins and the RBC's were the technology at the time. MSD is looking at a lot of different technologies, still to be determined, but they will have to meet future requirements and remain in the footprint between the cliff and the river.

Mr. Hartye presented a picture of MSD Staff and reported on the following. Without making things too cumbersome for other personnel, the Employee Turnover Rate graph focus was on this year. There is no right or wrong answer here. MSD was at 9% for employee turnover for 2019 and that was probably the highest it's been in the last 10 years. MSD's average 10-year turnover rate is at 4.5%. MSD's average years of service is about 12 ½ years. The 2019 entry pay was \$14.25/hour, which rises to \$15.00/hour after the probationary period.

Mr. Hartye presented information on customer charges showing MSD's average monthly bill in comparison to various EPA Regions across the United States. One of the initiatives when MSD had to crank up the original CIP was developing a Parity Plan. MSD received input from the various industries when developing a parity plan which led to adopting a plan of raising rates in a small but consistent manner. MSD plans on small increases in everything we do, it is just easier to do, rather than going from zero increases one year to a 15% rate increase the next year. It isn't a formal philosophy but it has been MSD's philosophy to increase small and consistently. That's why the proforma goes out 10 years, to be prepared and consistent. MSD's 5ccf customer bill comparison to AA and AAA units of Government in North Carolina shows that we are about 1/2-1/3 toward the lower end. MSD's Long-Term Debt to Net Capital Assets shows the kind of information that the Rating Agencies and the Bond Market look at. It shows how "leveraged" you are. The less percentage, the healthier your value and balance sheet, and the more borrowing capacity you have. MSD is still in great shape to continue its even more aggressive CIP slated for the next 10 years.

The main takeaways from the 2019 Benchmarking Study are that MSD's System Age has moved from 52 to 42 years. MSD's SSO's have significantly reduced from 36 to 3 per 100 miles of pipe per year, moving from the highest to the middle of the pack. MSD's SSO volume per mile of pipe is significantly lower than most. MSD's O&M cost per mile of pipe has significantly reduced. MSD's monthly sewer bill is very competitive, in the lower third regionally and in the state. MSD's aggressive CIP is still leading the pack. Mr. Hartye reported on MSD's Core Competencies. Emergency response has reduced SSO's and impact. Customer Service Response has resulted in customer satisfaction and support. Capital Reinvestment has increased our system service level. Efficient Use of Funds has reduced O&M cost and lowered monthly charges. Environmental Stewardship/Regulatory Compliance speaks for our credibility. MSD has a motivated, challenged and competent staff due to innovative solutions and using technology to reduce costs and improve service. MSD has received awards for both Pipe Rating and Mercury Removal Systems. Mr. Hartye stated that he has talked to other managers regarding response time and when he tells them our response time is

30 minutes, they say that sounds really good, but they don't know what their response times are because they don't track them unless it is a public emergency. MSD First Responders make the response time a priority, get there fast and are nice when they get there. The Business Plan proforma is important to the rating agencies, it shows MSD can put everything on a dashboard that they can see and it's impressive when we come back 5-6 years later to borrow money and they look at the proforma from then compared to now and see that MSD has followed the plan. High Rate Primary Settling is a new technology that is not, and has not, been used for the purpose we are using it for. We are the first in North Carolina and hope to have it complete in another year.

Mr. Hartye again thanked the Division Heads for collecting all of the information for this presentation. He then called for any questions. Mr. Valois stated that Mr. Hartye still had not shown what the federal and state benchmarks actually are and what is MSD's percentage or percentile to show that we are meeting those benchmarks that were established. He further stated that everything has been quantitative in numbers but not really giving the qualitative aspect. He stated that this is not what he is used to seeing in benchmarks and that is why he has concerns. Usually a benchmark is set to a very high level, but an obtainable level, and takes a lot of physical, human and financial resources to obtain. You don't expect people to meet them, you have to be somewhere below them and that sets a baseline and whatever kind of improvement you make in your baseline is continuous improvement. You are looking for performance and to try to improve your performance. Mr. Valois stated that he didn't know if he was getting this across but there should've been actual numbers to be met on a benchmark and show where MSD is in that process, what is our baseline. He stated that he had an idea what the gap is, he doesn't expect to meet the benchmark but he does expect to see some kind of quantitative idea and also a qualitative idea. By doing so many inspections or so many responses, is MSD meeting the quality out there through evaluations to make sure that we are also meeting a qualitative and not just shooting for the quantitative side of a benchmark all of the time. He asked if he was making any sense. He stated that Mr. Hartye should have established benchmark numbers. Mr. Hartye stated that he addressed those. The first item Mr. Valois mentioned was the regulatory standards and in the presentation you saw the Federal and State regulatory benchmarks and standards that we should seek to meet and how we have tried to meet those over time. Mr. Valois stated that he saw comparisons. Mr. Hartye stated that maybe Mr. Valois should show him how to do this. Mr. Valois stated that he would be glad to if he saw what those benchmarks were but what he was witnessing was just a lot of comparison to towns or cities and he hasn't seen the actual established benchmark by federal regulatory agencies. Mr. Hartye stated that these are the benchmarks for water and wastewater and that some comparisons were with Federal and State benchmarks and some were comparisons with other agencies. Ms. Manheimer asked Mr. Valois to tell her what he means, for pricing? Mr. Valois stated no, there should be a baseline saying you have to meet something in a certain amount of time and you don't have to be at 100% you should be say in the 90th percentile. Ms. Manheimer asked for what though, for SSO's or water quality or what would it be. Mr. Valois stated there are a variety of ways to put out a benchmark and that the ones he is used to are the ones that are in performance, they have a time gap of how long something has to be done. He stated he would have to see something really specific but usually there is a time gap and you specify what that is and all the other

things that need to be met and that gives you a percentile of what needs to be met, probably 90%. Mr. Hartye stated that is what he just presented for the treatment plant performance, those types of things are the requirements, you are supposed to reduce the BOD by 85%, those were the standards you try to meet and he also benchmarked against other people, and the qualitative stuff is what he has been talking about with MSD's customer service response and our initiatives to do things to make the organization work better. These are the benchmarks that all other utilities that he knows of are using in water and wastewater utilities, these are the types of performance measures that MSD uses. Mr. Hartye asked Mr. Valois to tell him what other performance measures you would use. Mr. Valois stated that some regulatory agency or performance-based industry sets what the performances are going to be. Mr. Hartye stated the NCDEQ is who he referenced earlier. The Feds delegate to the State, and the State sets that regulatory standard, and that is what was shown in this presentation. He stated he was sorry if he didn't make that clear enough but the red lines on the graphs are the NCDEQ standards. Mr. Valois stated that they should sit and talk to see if they are on the same page after the meeting. Mr. Hartye stated that he thought the information told a good story. Mr. VeHaun and Ms. Bryson thanked Mr. Hartye for the information.

7. Consolidated Motion Agenda:

a. Consideration of Annual Meeting Dates FY2020

Mr. Hartye reported that annual meeting dates are listed, Board is the third Wednesday of every month.

b. Consideration of Budget Calendar FY 2020-2021

Mr. Hartye reported that attached is the Budget Calendar for FY 2020-2021 which lays out the CIP, Personnel and Finance Committee meeting dates and agendas.

c. Consideration of Developer Constructed Sewer Systems: Alice Place; Biltmore Lake Block I, Phase 4; French Broad River Academy for Girls; 240 Old Farm School Road; Olivette Pump Station, Force Main, and Cost Reimbursement:

Mr. Hartye reported that the Alice Place project is located along Broadview Street in the City of Asheville and included extending approximately 485 linear feet of 8-inch public gravity sewer to serve 19 residential units.

Mr. Hartye reported that the Biltmore Lake Block I, Phase 4 project is located in Buncombe County and included extending approximately 1,750 linear feet of 8-inch public gravity sewer to serve the single-family residential development.

Mr. Hartye reported that the French Broad River Academy for Girls project is located in the Town of Woodfin and included extending approximately 20 linear feet of 8-inch public gravity sewer to serve the school.

Mr. Hartye reported that the 240 Old Farm School Road project is located in Buncombe County and included extending approximately 335 linear feet of 8-inch public gravity sewer to serve the single-family residential development.

Mr. Hartye reported that the Olivette Pump Station, Force Main and Cost Reimbursement project is in the Town of Woodfin, along the French Broad River off Olivette Road. It included constructing a Master Plan Pump Station and approximately 1,970 linear feet of 6-inch public force main. At a later date, Staff will come back to this Board for approval of two separate on-site gravity sewer phases including a Master Plan Gravity Interceptor. Olivette Development is to include 356 residential units of various types, along with a future school and a restaurant. The estimated cost of construction for the pump station and force main is \$1,593,172.00. This pump station has been upsized to accommodate future growth within the Lee Creek Basin in accordance with the District's Collection System Master Plan. The Board previously approved a reimbursement agreement for this project on November 15, 2017, in the amount of \$279,901.00. Staff later requested that the developer add a flow meter and to line the inside of the wet-well. These items added another \$18,865.40. This gives a total amount of \$298,766.40 for reimbursement.

Staff recommends acceptance of the aforementioned developer constructed sewer systems and to authorize the General Manager to dispense \$298,766.40 to Olivette Development, LLC for cost reimbursement. All MSD requirements have been met.

d. Consideration of Procurement of New 1 Ton Trucks with Service Bodies – Fleet Replacement:

Mr. Hartye reported that at the March 13, 2019 Equipment Replacement Committee Meeting, the members recommended the purchase of three (3) new 2020 one-ton trucks with service bodies. Three (3) bid packages were received and opened on December 16, 2019. Asheville Ford bid was the lowest responsive, responsible bidder to the MSD specifications. The total cost of this contract will be \$123,130.56. \$141,000.00 was budgeted for this item in the 2019-2020 Fleet Replacement Fund Budget. Staff recommends that the bid be awarded to Asheville Ford.

e. Cash Commitment Investment Report – Month ended November, 2019:

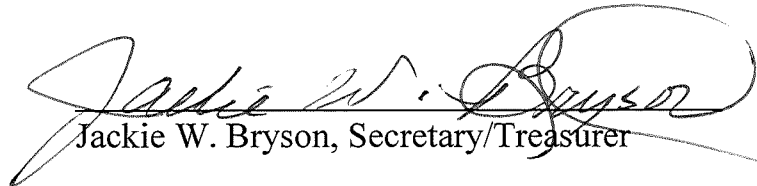
Mr. Powell reported that Page 29 presents the makeup of the District's Investment Portfolio. There has been no change in the makeup of the portfolio from the prior month. Page 30 presents the MSD investment managers report as of the month of November. The weighted average maturity of the investment portfolio is 91 days and the yield to maturity is 1.86%. Page 31 presents the MSD analysis of Cash Receipts. Domestic User Fees and 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 32 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 33 presents the District's Variable Debt Service report. The 2008A Series is performing at budgeted expectations. As of the end of December, the issue has saved the District rate payers approximately \$6.2 million in debt service since April 2008.

With no further discussion, Mr. VeHaun called for a motion to approve the Consolidated Motion Agenda. Mr. Watts moved, Mr. Whitesides 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 2:55 pm.


Jackie W. Bryson, Secretary/Treasurer

MSD

Regular Board Meeting

Metropolitan Sewerage District
of Buncombe County, NC

AGENDA FOR 1/15/2020

✓	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 December 18, 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 Annual Meeting Dates FY2020	Hartye		
	b. Consideration of Budget Calendar FY 2020-2021	Hartye		
	c. Consideration of Developer Constructed Sewer Systems: Alice Place ; Biltmore Lake Block I, Phase 4 ; French Broad River Academy for Girls ; 240 Old Farm School Road ; Olivette Pump Station , Force Main , and Cost Reimbursement	Hartye		
	d. Consideration of Procurement of New 1 Ton Trucks with Service Bodies – Fleet Replacement	Hartye		
	e. Cash Commitment/Investment Report-Month ended November, 2019	Powell		
	07. Old Business:	VeHaun	2:45	
	08. New Business:	VeHaun	2:50	
	09. Adjournment: (Next Meeting 02/19/20)	VeHaun	2:55	
	STATUS REPORTS			

BOARD OF THE METROPOLITAN SEWERAGE DISTRICT
December 18, 2019

1. Call to Order and Roll Call:

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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

Minutes

December 18, 2019

Page Two

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



MEMORANDUM

TO: MSD Board
FROM: Thomas E. Hartye, P.E., General Manager
DATE: January 9, 2020
SUBJECT: Report from the General Manager

- Cane Creek WSD Consolidation

The Environmental Management Commission(EMC) convened January 9th and approved quickly and with enthusiasm, the recommendation from the Water Quality Committee to move forward with the required public hearing necessary as a part of the process for the consolidation of CCWSD into MSD. This will likely occur in February in Henderson County. After public input the EMC will revisit the issue and make a determination if the consolidation should move forward (likely in May).

- Kudos

- MSD employees for zero work related injuries or illnesses which required time away from work (OSHA Form 300A). It's been over 20 years since this happened – since before we had our own construction program.
- Kathy Magsood of 9 Pressley Court called expressed her appreciation for Roy Lytle and Gil Karn and their entire crews have who been there 2 or 3 different days. She was so impressed with their work they have been doing at her property and that they were such a blessing as well.
- Attached is a forwarded email from COA regarding 9 Garden Terrace. Thanks to the 3 crews led by Roy Lytle Gil Karn, and McKinley Hensley.
- Roger Edwards and the Plant Staff for getting double mentions from A-CT and MountainX (attached).

- Benchmarking Study

I will be giving a presentation of the benchmarking study at the meeting. Staff has worked diligently to garner information necessary over the last few months. Information will be provided reflecting MSD's trending on performance measures since 2001 along with comparisons to other utilities locally and nationally and to regulatory standards.

- Board/Committee Meetings/Events

The next Right of Way Committee meeting will be held on January 22, 2020 at 2 pm. The next Regular Board Meeting will be held on February 19, 2020.

From: Jerry Yates <jyates@ashevillenc.gov>
Sent: Tuesday, December 10, 2019 1:40 PM
To: Stamey, Mike <MikeS@msdbc.org>
Subject: Fwd: 9 Garden Terrace

FYI

----- Forwarded message -----

From: **Kim Moore** <moorekim1114@gmail.com>
Date: Tue, Dec 10, 2019 at 10:14 AM
Subject: 9 Garden Terrace
To: <jyates@ashevillenc.gov>

Dear Mr. Yates,

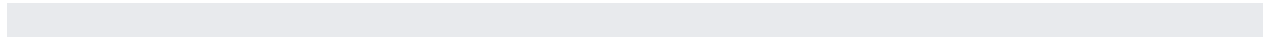
Recently I had a sewage pipe break near the manhole causing a backup and needless a to say, a lovely mess. The city of Asheville was notified and by 8:00 the next morning, it seemed as if everyone but the Mayor was here to fix it. By 1:00 the job was completed and all was well.

I'm writing to say "Thank You" to you and to all the departments who came, who saw and who fixed. They worked very hard, quickly, efficiently and couldn't have been nicer. Well done sir, please pass on to the Department Heads of those departments involved (too numerous for me to keep track of) their work is very much appreciated.

If possible, could you tell me who I need to direct an inquiry regarding asphalt repair on my culdesac? This has happened over the years and is not related to the sewage break. The asphalt has worn away from the curb and I have large patches of dirt along the curb (growing weeds) and one patch (2-3 feet long and wide) I keep adding leaves and dirt to keep from driving into it. Is it possible for this to be repaired and who do I need to contact?

Again, thank you and all the crews for a job well done and Happy Holidays.

Kim Moore
9 Garden Terrace
Asheville 28804



--
Jerry Yates
Streets Operation Manager
PO BOX 7148
Asheville, NC 28802
(828)259-5459

Green in review: Green Scene editor Daniel Walton reflects on 2019

Posted on [December 28, 2019](#) by [Xpress Staff](#)

What was the most contentious environmental topic of 2019?

Activists turned out in force throughout the year to demand more immediate action on renewable energy at both the state and local levels. A March listening session for the N.C. Department of Environmental Quality's Clean Energy Plan found Asheville residents largely disappointed by the projected pace of change ([avl.mx/6ru](#)), while the joint Asheville-Buncombe County 100% Renewable Energy Plan ([avl.mx/6rv](#)) drew criticism for its reliance on renewable energy certificates. "It's a distraction," said Kat Houghton, executive director of Asheville-based nonprofit Community Roots, about the latter proposal.

What 2019 piece did you have the most fun writing?

I always like when I'm able to get out of the office for a story, so I had a blast on my field trip to the Metropolitan Sewerage District's wastewater treatment facility in Woodfin, which I took while reporting a piece about Asheville's water treatment residuals ([avl.mx/6rw](#)). Roger Edwards, the MSD's operations manager, graciously toured me through the entire plant to help me understand how it ensures water quality — as a former biology major, I was geeking out something fierce.



GREEN MACHINE: Whether going with the flow at the Metropolitan Sewerage District or climbing a Fairview mountain in search of herbicide helicopters, Daniel Walton had quite the eventful year. Photo by Thomas Calder

Left turn no-no's and nonflushable items



Answer Man

John Boyle
Asheville Citizen Times
USA TODAY NETWORK

A fresh Answer Man will return soon, after a nice holiday break. Meanwhile, please enjoy these vintage questions and answers.

Question: It appears many drivers believe it is OK to be in the intersection when the light turns red, as long as they are far enough into the intersection that they don't see it turn. Is that considered running a red light?

My answer: I apparently have been regularly breaking the law for 35 years now.

Real answer: I suspect the vast majority of us are lawbreakers on this one.

"Yes, it would be illegal," said Sgt. Scott Smith, with the N.C. Highway Patrol's Asheville office. "You have got to see — before you enter the intersection — that a complete movement can be done in safety. If you're caught in a red light and trying to get through it, the problem is the people coming the other direction may be trying to beat the red light, too, and you have a collision."

So, technically, yes, you're supposed to wait at the stop line until you have a green arrow. Or on a regular green light or blinking yellow arrow, you should wait until you have a gap in traffic in which you can complete your turn. As Smith says, it is not a two-part procedure.

"The law says, no vehicle shall enter the intersection while the red light is emitting," he said.

Now, as far as being cited for that, Smith knows in reality people do this a lot, especially at crowded intersections where it's difficult to get through. But it is illegal and you can be cited.

Most citations come after a collision, he said. As in all cases, writing a citation is up to the officer's discretion.

"Can he pull you over for that? Yes," Smith said. "Have I seen it done? Yes."

Smith knows motorists can get frustrated, but he suggests driving down a couple of blocks to a less busy area and turning, or considering an alternate route if you run into the same issue at certain times of day.

"What's more important — your safety, or getting to your destination?" Smith said. "That's where a little common sense comes into play. You know exactly how that traffic is going to be. Ninety-nine times out of a 100, you might get through the intersection with no problem. Unfortunately, it only takes one collision to alter many lives."



Wastewater is treated at the Metropolitan Sewerage District's water reclamation on Oct. 9, 2018. ANGELI WRIGHT/CITIZEN TIMES

Question: What do people put down their drains or into street drains that should not be there? What are the biggest problems? What does MSD do with these items? How many miles of sewer lines? What is the quality of water entering river?

My answer: I'd like to thank this reader for one of the more, ahem, engrossing tours I've had lately.

Real answer: Actually, it was pretty fascinating seeing how the Metropolitan Sewerage District, which processes some 20 million gallons of wastewater a day, handles these items.

Folks, we flush a lot of inappropriate stuff.

"I'd say one to two Dumpsters are filled each day," said Peter Weed, director of wastewater treatment, operation and maintenance at the Metropolitan Sewerage District of Buncombe County. "And each one of those is just over 1.5 cubic yards. That's slightly less than a pickup truck bed, but that's with the material wadded up and dried."

The items I saw Tuesday are pretty representative: Lots of allegedly flushable wipes, plastic feminine hygiene

products, condoms, a rubber glove, and yes, one lonesome golf ball.

Worst golf shot ever.

The plant, north of Asheville on Riverside Drive, has a specially built machine that essentially rakes out the materials with a steel grate with three-quarter inch spacing, and dumps it into a trough that empties into the Dumpster. Yes, all that stuff you flush and think is magically disappearing actually has to be trucked to the landfill.

Other equipment farther along the line pulls out smaller items, such as lollipop sticks and candy wrappers.

While plastic items and the wipes rule, the plant also sees a fair number of lost dentures. And yes, some folks actually stop by to see if they can reclaim them. Let your mind wander over that for a second.

"And we get calls about wedding rings," said Roger Edwards, operations manager at the plant. "Unfortunately, if they didn't react quickly and get it out, or call a plumber (before flushing), if it makes it to the public (lines), the chances of finding it are next to impossible."

It's probably headed toward the landfill with the Dumpster-load of inappropriate items, or it's buried deep in the muck of the system somewhere.

As far as the mileage of lines, that's about 1,000, Weed said. The Metropolitan Sewerage District serves 50,000 customers in Buncombe County and northern Henderson County.

All kidding aside, I'd like to note that the smell at the plant really wasn't that bad, even at the intake area where the raw sewage is flowing. By the end, the water leaving the plant is remarkably clean, looking like river water to me.

"Our quality is better than the river's quality in terms of bacteria counts and the oxygen within it, and particulates," Weed said. "We have to test the water above us and below us, and quite often the river quality below us is better because of our input."

The system kills harmful bacteria, and MSD chlorinates and then de-chlorinates the water before it hits the French Broad.

This is the opinion of John Boyle. Contact him at jboyle@citizen-times.com or 828-232-5847.

**METROPOLITAN SEWERAGE DISTRICT
ANNUAL MEETING DATES
2020**

BOARD MEETINGS – 2:00 PM

January 15

February 19

March 18

April 15

May 20

June 10

July 15

August 19

September 16

October 21

November 18

December 16

COMMITTEE MEETINGS - (See Budget Calendar)

Planning Committee - As needed by notice.

Right of Way Committee - 4th Wednesday of each month at 9 a.m. No meeting in December.

Personnel Committee - As needed by notice. (See Budget Calendar)

Finance Committee - As needed by notice (See Budget Calendar)

CIP Committee - Annual – (See Budget Calendar)

Metropolitan Sewerage District of Buncombe County BOARD ACTION ITEM

Meeting Date: January 15, 2020

Submitted By: Thomas E. Hartye, PE., General Manager

Prepared By: W. Scott Powell, CLGFO Director of Finance

Subject: Adoption of Budget Calendar – FY2020-2021

Background

The District's budget process must satisfy requirements in the North Carolina General Statutes as well as the 1999 Amended and Restated Bond Order. NC statutes require an annual balanced budget ordinance based upon expected revenues, along with a budget message to be presented to the governing board no later than June 1. Thereafter, the budget must be adopted no earlier than 10 days after the budget is first presented to the Board and not later than July 1. The Bond Order calls for the budget to be adopted by the Board on or before June 15.

Discussion

The attached budget calendar is designed to allow for input by all stakeholders into a systematic and deliberate process. Time between committee and board meetings has been scheduled to prepare and distribute agenda items, including preparation time for any revisions requested to be presented at a subsequent meeting.

The Finance Committee meeting to discuss the proposed budget is scheduled for May 1st with the expectation that fairly firm estimates on health and other insurance renewal care costs will be available by the middle of April.

This calendar is a guide and committee meetings may be added and/or rescheduled as necessary to accommodate the Preliminary Budget being presented on May 20 and the Final Budget being adopted on June 10.

Fiscal Impact

None.

Staff Recommendation

Approval of the proposed Budget Calendar.

Action Taken

Motion by:

to

Approve

Disapprove

Second by:

Table

Send to Committee

Other:

Follow-up required:

Person responsible:

Deadline:

Budget Calendar FY 2021

April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

D A T E	T I M E	S U B J E C T
April 23	8:30 a.m.	CIP Committee Meeting <ul style="list-style-type: none"> Update of Ten-Year Capital Improvement Program Update Construction Program Financing 2020-2021 Construction Fund Budget
April 28	9:00 a.m.	Personnel Committee Meeting <ul style="list-style-type: none"> Cost of Living & Merit Pay Benefit Allocations
May 1	9:00 a.m.	Finance Committee Meeting <ul style="list-style-type: none"> Nine Month Revenue/Expenditure Report Self-Funded Medical & Dental Program Proposed FY2021 Construction Fund Budget Proposed FY2021 Operating Budget & Sewer Rates
May 20	2:00 p.m.	Board Meeting <ul style="list-style-type: none"> Preliminary FY2021 Budgets & Sewer Rates
June 10	2:00 p.m.	Board Meeting <ul style="list-style-type: none"> Public Hearing Adoption of FY2021 Budgets & Sewer Rates
July 1		Start of Fiscal Year 2020-2021

Metropolitan Sewerage District of Buncombe County

Board Action Item

BOARD MEETING DATE: January 15, 2020

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

REVIEWED BY: Ed Bradford, P.E. - Engineering Director

PREPARED BY: Kevin Johnson, P.E. - Planning and Development Manager

SUBJECT: Acceptance of Developer Constructed Sewer System for the Alice Place Subdivision Sewer Extension, MSD Project No. 2018066

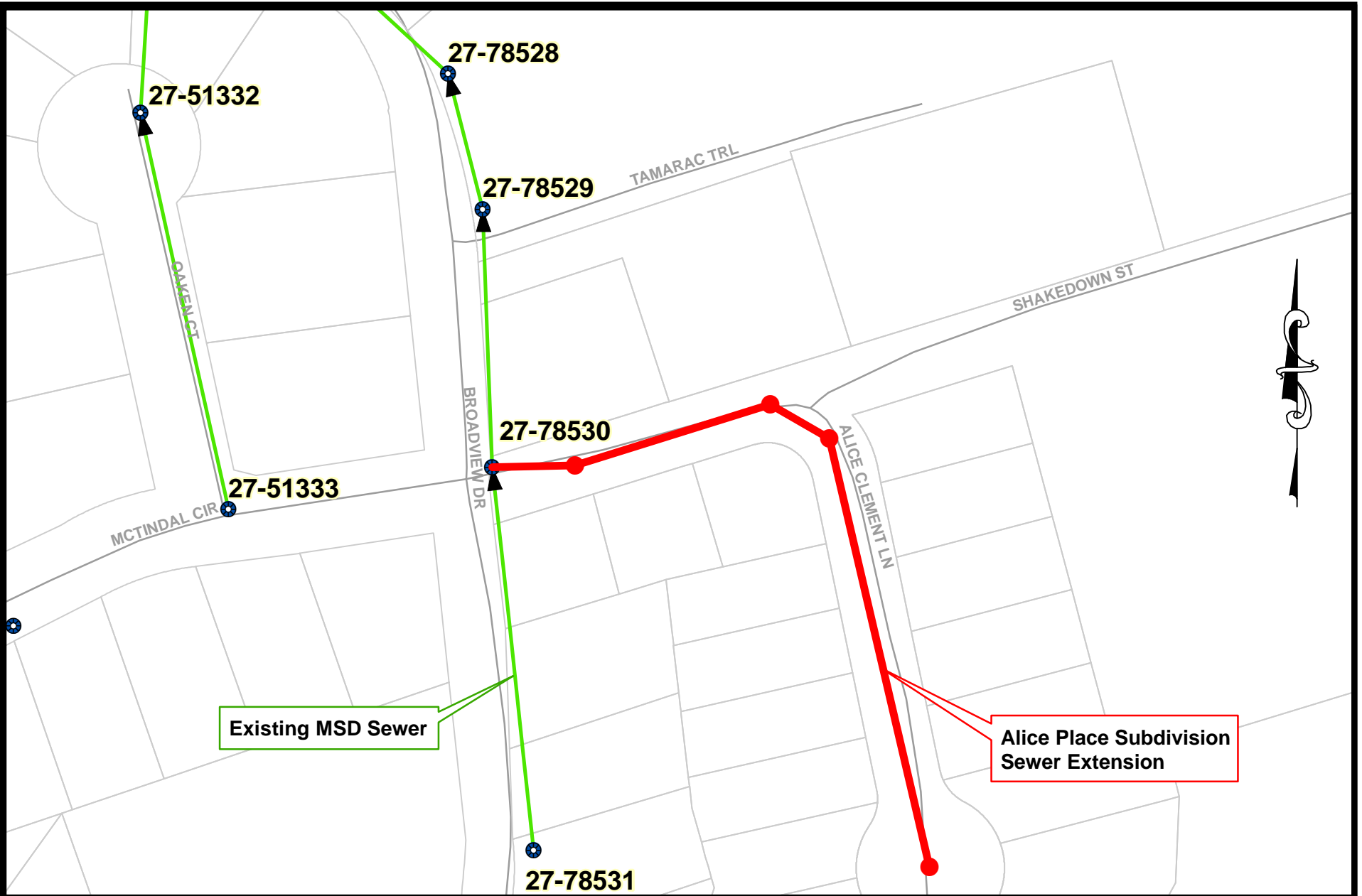
BACKGROUND: This project is located inside the District boundary along Broadview Street in the City of Asheville. The developer of the project is Al Clement of The Juna Group, Inc.

The project included extending approximately 485 linear feet of 8-inch public gravity sewer to serve the single family residential development.

A wastewater allocation was issued in the amount of 5,700 GPD for nineteen (19) residential units for this project. The estimated cost of the sewer construction is \$65,000.00.

All MSD requirements have been met.

STAFF RECOMMENDATION: Staff recommends acceptance of this developer constructed sewer system.



Existing MSD Sewer

Alice Place Subdivision Sewer Extension



MSD
Engineering Division

Alice Place Subdivision Sewer Extension
MSD Project # 2018066
Metropolitan Sewerage District of Buncombe County

Metropolitan Sewerage District of Buncombe County

Board Action Item

BOARD MEETING DATE: January 15, 2020

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

REVIEWED BY: Ed Bradford, P.E. - Engineering Director

PREPARED BY: Kevin Johnson, P.E. - Planning and Development Manager

SUBJECT: Acceptance of Developer Constructed Sewer System for the Biltmore Lake Block I, Phase 4 Sewer Extension, MSD Project No. 2018226

BACKGROUND: This project is located inside the District boundary off Reeves Cove Road in Buncombe County. The developer of the project is Lee A. Thomason, III of Biltmore Lake, LLC.

The project included extending approximately 1,750 linear feet of 8-inch public gravity sewer to serve the single-family residential development.

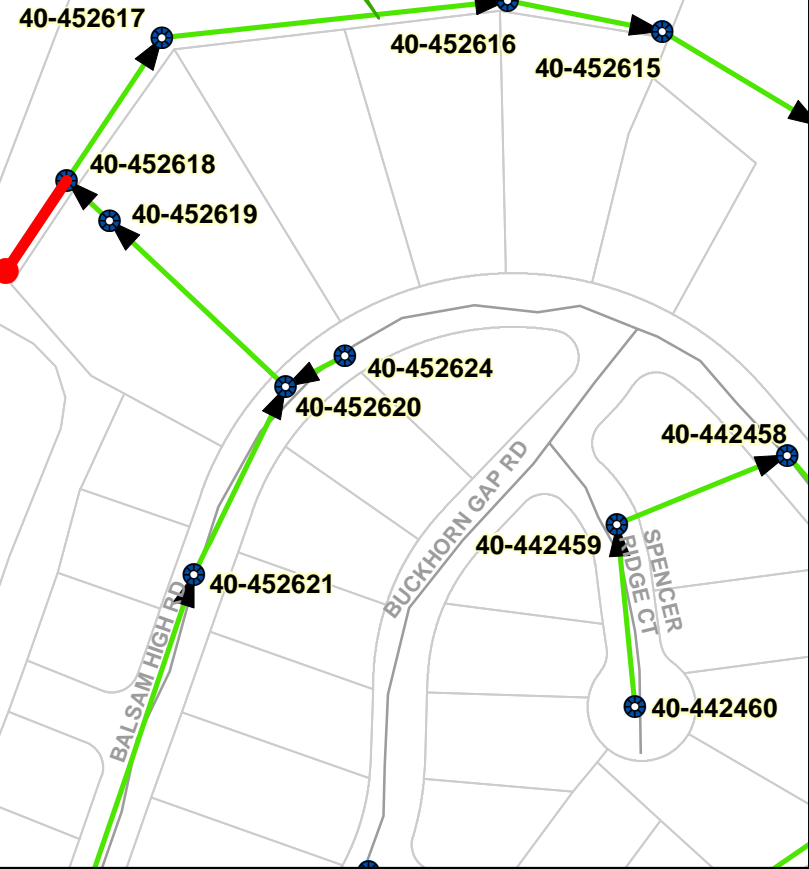
A wastewater allocation was issued in the amount of 8,100 GPD for twenty-seven (27) residential units for this project. The estimated cost of the sewer construction is \$150,000.00.

All MSD requirements have been met.

STAFF RECOMMENDATION: Staff recommends acceptance of this developer constructed sewer system.

**Biltmore Lake Block I, Phase 4
Sewer Extension**

Existing MSD Sewer



MSD
Engineering Division

**Biltmore Lake Block I, Phase 4 Sewer Extension
MSD Project # 2018226**

Metropolitan Sewerage District of Buncombe County

Metropolitan Sewerage District of Buncombe County

Board Action Item

BOARD MEETING DATE: January 15, 2020

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

REVIEWED BY: Ed Bradford, P.E. - Engineering Director

PREPARED BY: Kevin Johnson, P.E. - Planning and Development Manager

SUBJECT: Acceptance of Developer Constructed Sewer System for the French Broad River Academy for Girls Sewer Extension, MSD Project No. 2019151

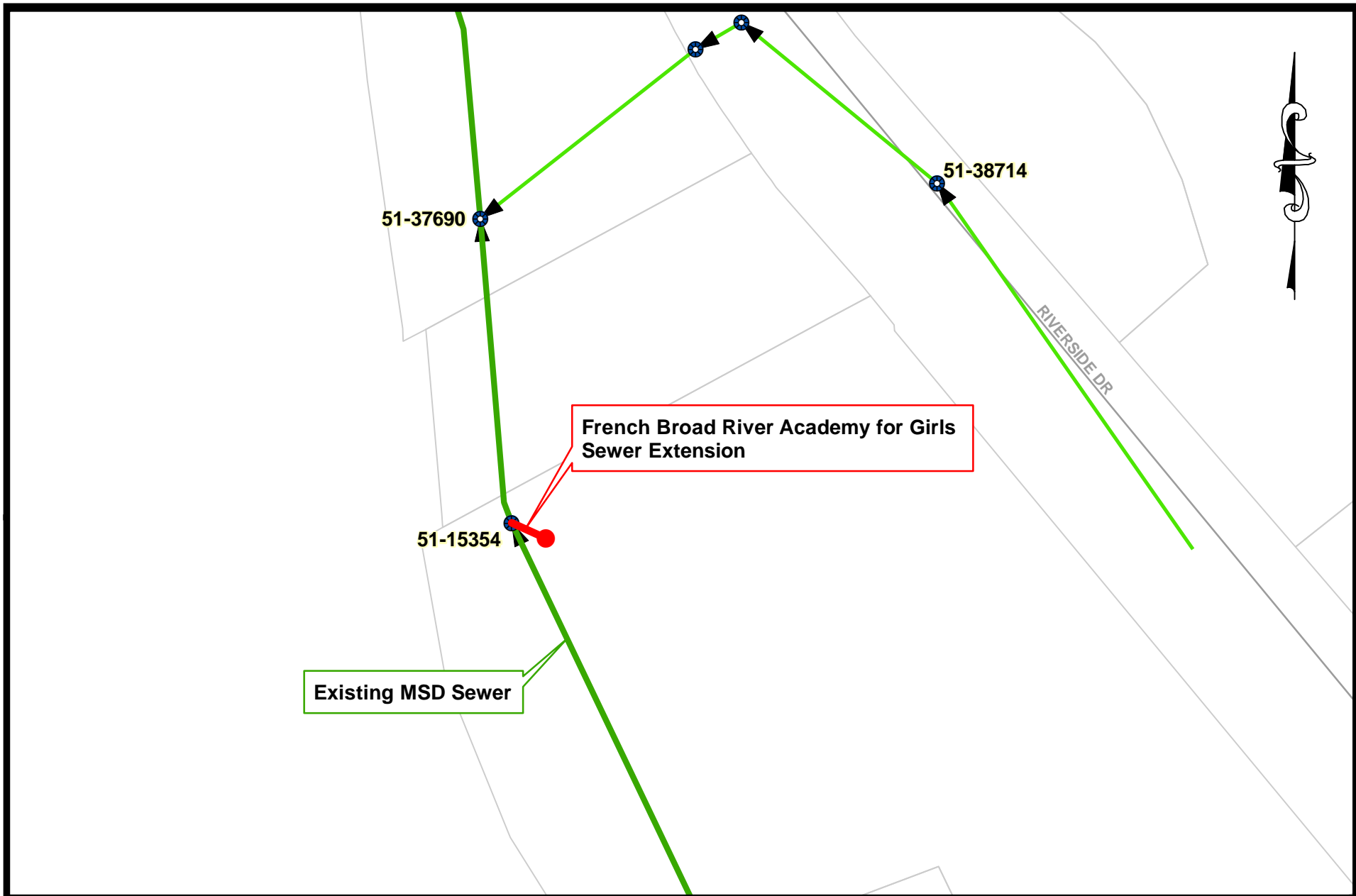
BACKGROUND: This project is located inside the District boundary along Riverside Drive in the Town of Woodfin. The developer of the project is Will Yeiser of French Broad River Academy, Inc.

The project included extending approximately 20 linear feet of 8-inch public gravity sewer to serve the school.

A wastewater allocation was issued in the amount of 4,000 GPD for this project. The estimated cost of the sewer construction is \$20,350.00.

All MSD requirements have been met.

STAFF RECOMMENDATION: Staff recommends acceptance of this developer constructed sewer system.



MSD
Engineering Division

French Broad River Academy for Girls Sewer Extension MSD Project # 2019151

Metropolitan Sewerage District of Buncombe County

Metropolitan Sewerage District of Buncombe County

Board Action Item

BOARD MEETING DATE: January 15, 2020

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

REVIEWED BY: Ed Bradford, P.E. - Engineering Director

PREPARED BY: Kevin Johnson, P.E. - Planning and Development Manager

SUBJECT: Acceptance of Developer Constructed Sewer System for the 240 Old Farm School Road Sewer Extension, MSD Project No. 2017112

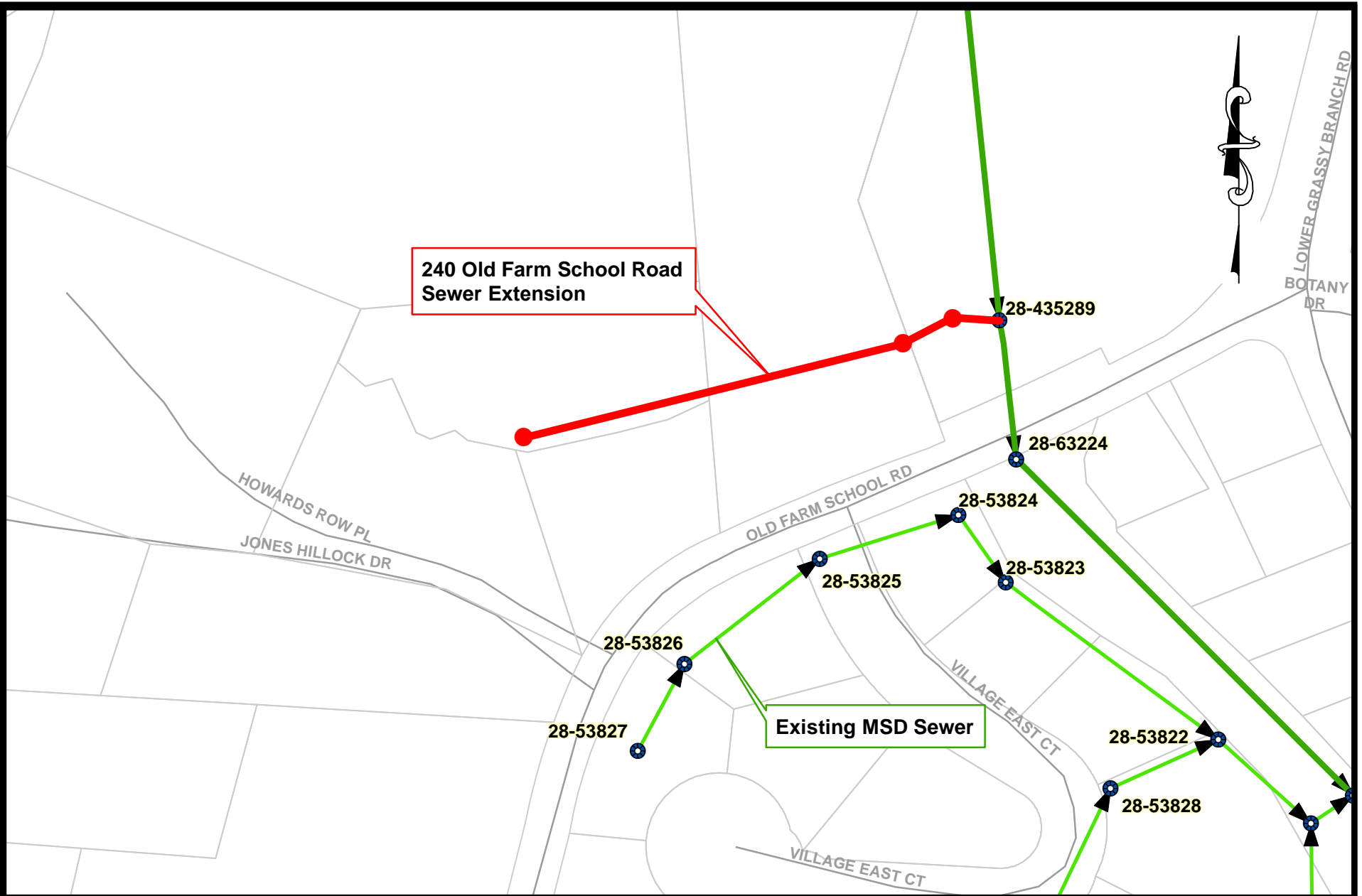
BACKGROUND: This project is located inside the District boundary along Old Farm School Road in Buncombe County. The developer of the project is Naser Salman.

The project included extending approximately 335 linear feet of 8-inch public gravity sewer to serve the single-family residential development.

A wastewater allocation was issued in the amount of 900 GPD for three (3) residential units for this project. The estimated cost of the sewer construction is \$25,000.00.

All MSD requirements have been met.

STAFF RECOMMENDATION: Staff recommends acceptance of this developer constructed sewer system.



**240 Old Farm School Road
Sewer Extension**

Existing MSD Sewer



MSD
Engineering Division

**240 Old Farm School Road Sewer Extension
MSD Project # 2017112**

Metropolitan Sewerage District of Buncombe County

Metropolitan Sewerage District of Buncombe County

Board Action Item

BOARD MEETING DATE: January 15, 2020

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

REVIEWED BY: Billy Clarke, Esq. - District Counsel
Ed Bradford, P.E. - Engineering Director

PREPARED BY: Kevin Johnson, P.E. - Planning and Development Manager

SUBJECT: Acceptance of Developer Constructed Sewer System and Cost Reimbursement for the Olivette Pump Station and Force Main, MSD Project No. 2016213

BACKGROUND: This project is located inside the District boundary along the French Broad River off Olivette Road in the Town of Woodfin. The developer of the project is Scott Austin of Olivette Development, LLC.

The project included constructing a Master Plan Pump Station and approximately 1,970 linear feet of 6-inch public force main to serve the Olivette Development and the greater Lee Creek Basin.

Two separate on-site gravity sewer phases including a Master Plan Gravity Interceptor Line will be submitted at a later date for acceptance. A wastewater allocation was issued in the amount of 140,000 GPD for the Olivette Development to include 356 Residential Units of various types, along with a future school, a restaurant, etc.

The estimated cost of construction for the pump station and force main is \$1,593,172.00. This system has been upsized to accommodate future growth within the Lee Creek Basin in accordance with the District's Collection System Master Plan. Olivette Development, LLC is therefore eligible for cost reimbursement.

The Board previously approved a reimbursement agreement for this project on November 15, 2017 in the amount of \$279,901.00. Staff later requested that the developer add a flow meter to the station, and line the wet-well to protect against future degradation of the concrete. These items added \$18,865.40 to the amount due to the developer. This gives a total amount of \$298,766.40 for reimbursement.

One requirement in the agreement stated that prior to reimbursement for the station, the developer was to convey an easement for the 18-inch interceptor along Lee Creek. Construction of this interceptor is currently underway (approximately 40% complete as of 1/03/20).

Due to the fact that construction is underway and that this line is required for the majority of Olivette development, staff is comfortable to proceed with this first reimbursement for the pump station. Reimbursement for the upsizing of the interceptor will not be made until it is fully complete and its associated easement is conveyed to the District.

It is worth noting that for typical development projects, the permanent easement is not surveyed/conveyed until construction is complete. It has already been necessary to move the line due to site conditions, and this could occur again prior to completion of the line.

FISCAL IMPACT: The FY19-20 reimbursement budget for this project is \$299,000.00.

STAFF RECOMMENDATION: Acceptance of this developer constructed sewer system and authorization for the General Manager to disperse \$298,766.40 to Olivette Development, LLC for cost reimbursement for this project.

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

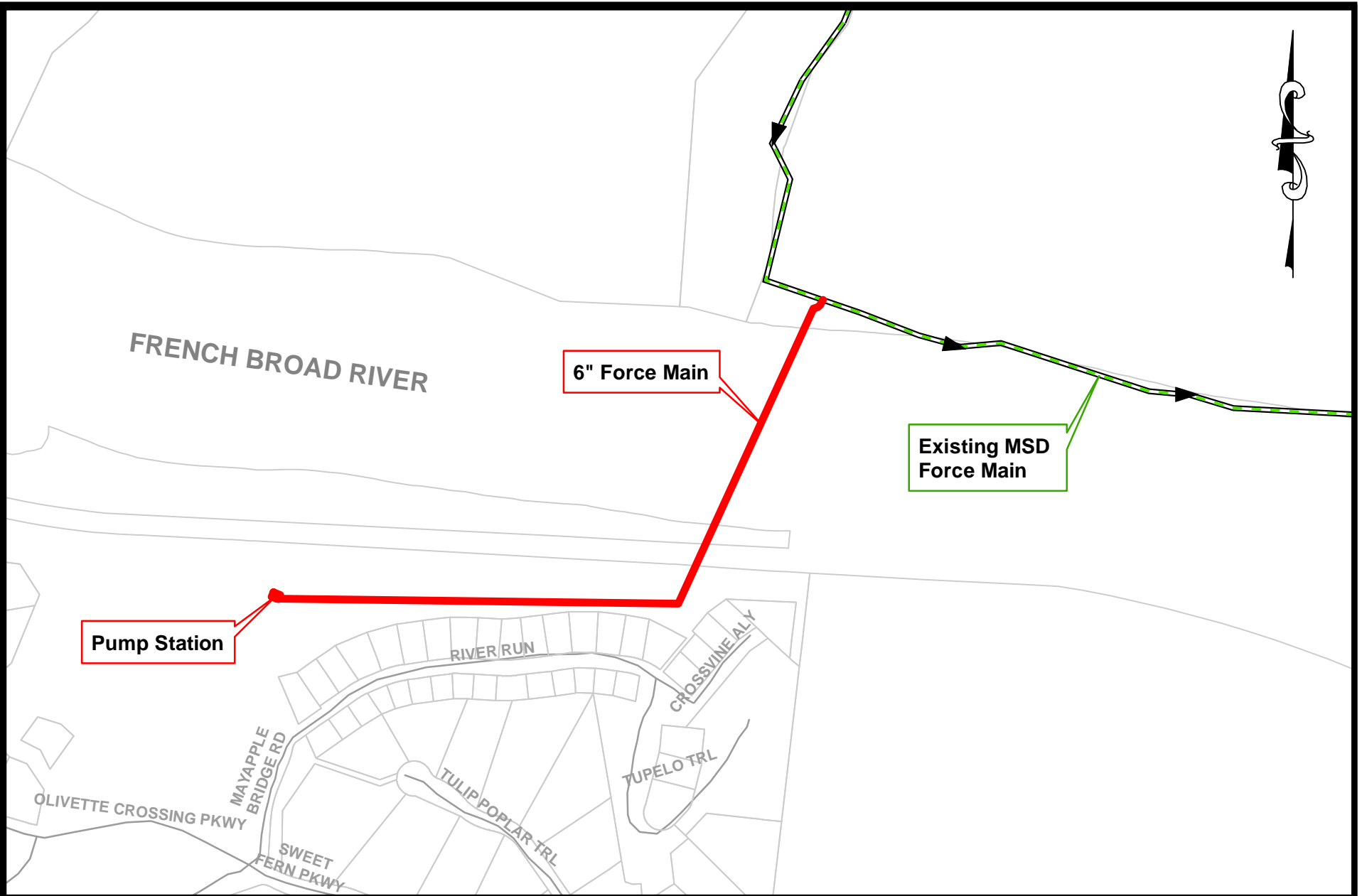
BUDGET DATA SHEET - FY 2019 - 2020

PROJECT: Developer Reimbursements	LOCATION: Various
TYPE: Reimbursement - Annual	
PROJECT NO.: 2004051	TOTAL LF: 0
PROJECT BUDGET: \$1,636,000.00	PROJECT ORIGIN: Economic Development Policy

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				
55330 - DESIGN				
55340 - PERMITS				
55350 - SPECIAL STUDIES				
55360 - EASEMENT PLATS				
55370 - LEGAL FEES				
55380 - ACQUISITION SERVICES				
55390 - COMPENSATION				
55400 - APPRAISAL				
55410 - CONDEMNATION				
55420 - CONSTRUCTION	\$1,636,000.00	\$12,307.00	\$0.00	\$736,000.00
55430 - CONST. CONTRACT ADM.				
55440 - TESTING				
55450 - SURVEY - ASBUILT				
TOTAL AMOUNT	\$1,636,000.00	\$12,307.00	\$0.00	\$736,000.00

ENGINEER: KJ	ESTIMATED BUDGETS - FY 21 - 29
R.O.W. ACQUISITION: # PLATS: []	FY 20-21 \$100,000.00
CONTRACTOR:	FY 21-22 \$100,000.00
CONSTRUCTION ADM:	FY 22-23 \$100,000.00
INSPECTION:	FY 23-24 \$100,000.00
	FY 24-25 \$100,000.00
PROJECT DESCRIPTION: This is for reimbursements for extensions that qualify under the District's Extension Policy. Refer to the "Policy and Procedures for the Extension of Sewer Service" for further information. For FY19-20 there are three reimbursement agreements: 1) Olivette Master Plan Pump Station \$299,000; 2) Olivette Master Plan Interceptor \$350,000; 3) 17 North Market Street \$87,000.	FY 25-26 \$100,000.00
	FY 26-27 \$100,000.00
	FY 27-28 \$100,000.00
	FY 28-29 \$100,000.00

SPECIAL PROJECT NOTES: Total estimated project cost shown is the total within the ten year window. \$200,000 per year is approved.



MSD
Engineering Division

**Olivette Pump Station & Force Main
MSD Project # 2016213**

Metropolitan Sewerage District of Buncombe County

Metropolitan Sewerage District of Buncombe County Board Action Item

Meeting Date: January 15, 2020

Subject: Procurement of New 1 Ton (350/3500) Trucks with Service Bodies – Fleet Replacement

Submitted by: Tom Hartye, General Manager

Reviewed by: Scott Powell, CLGFO; Finance Director
Billy Clarke, District Counsel

Prepared by: Julie Willingham, CLGPO; Purchasing Supervisor
Neil Hall; Fleet Manager

Background: The District's policy is to annually evaluate the condition of fleet vehicles and purchase replacements when the estimated cost of repair and maintenance will exceed the cost of a new vehicle. At the March 13, 2019, Equipment Replacement Committee meeting, the members recommended the purchase of Three (3) New 2020 One Ton Trucks with Service Bodies as presented to this Board for approval. Funds for this purchase were included in the 2019-2020 Budget.

Discussion: Pursuant to North Carolina Purchasing Statutes and MSD Procedures, bids for the trucks were emailed to three (3) truck dealerships and an advertisement placed on the MSD web site. Three (3) bid packages were received and opened on December 16, 2019, at 10 am. The Asheville Ford bid was the lowest responsive, responsible bidder to the MSD specifications. The bids are summarized below. Because the total cost of this One Ton Truck procurement exceeds \$90,000.00, the contract must receive Board approval for award.

Fiscal Impact: The total cost of this contract will be \$123,130.56. \$141,000.00 was budgeted for this item in the 2019-2020 Fleet Replacement Fund Budget.

Staff Recommendation: Staff recommends that the bid from Asheville Ford be awarded.

Vendor	One Ton Truck w/ Service Body Cost (each)	Total Cost for Three (3)	Comments
Asheville Ford	\$41,043.52	\$123,130.56	Meets all specifications.
Fields Dodge Asheville	\$41,360.60	\$124,081.80	
Autostar Hendersonville	\$39,837.00		Considered non-responsive; could not meet specifications.

**ROBERTS
& STEVENS**
ATTORNEYS AT LAW

MARC RUDOW*
WILLIAM CLARKE
VINCENT D. CHILDRESS, JR.
GREGORY D. HUTCHINS
WYATT S. STEVENS
JACQUELINE D. GRANT
DAVID L. ENGLISH
F. LACHICOTTE ("LACH") ZEMP, JR.
KENNETH R. HUNT
DENNIS L. MARTIN, JR.
ANN-PATTON HORNTAL
PHILLIP T. JACKSON

*DRC CERTIFIED MEDIATOR

CITY CENTRE BUILDING
301 COLLEGE STREET, SUITE 400 (28801)
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JAMES W. K. WILDE
MARY ROBINSON HERVIG
JOHN D. NOOR
CAROLYN CLARK SNIPES
JOHN W. TOTH
KATHRYN MAULTSBY MADISON
L. ASHLEY SAVILLE-AMTOWER
ELIZABETH TRAMM DECHANT
SUSAN RUSSO KLEIN

FOUNDERS
LONDON ROBERTS
(1921-2007)
JOHN S. STEVENS
(1933-2019)

Writer's Direct Phone: 828/258-6919
Writer's E-mail: bclarke@roberts-stevens.com

December 18, 2019

Ms. Julie Willingham, CLGPO
Purchasing Supervisor
MSD
2028 Riverside Drive
Asheville, NC 28804

Via E-mail: JWillingham@msdbc.org

Re: Purchase of Three (3) 350 3500 One Ton Trucks

Dear Julie:

I have received and reviewed the Bid Specifications and Proposals for the purchase of three (3) 350 3500 One Ton Trucks. As this is a purchase of equipment with an estimated cost exceeding \$90,000, MSD was required to advertise in accordance with the requirements of N.C. Gen. Stats. § 143-129. I understand that was done. MSD received three proposals from the bidders listed below in the amounts indicated (per truck).

Asheville Ford	\$41,043.52
Fields Chrysler Jeep Dodge Ram	\$41,360.60
Autostar/Hendersonville	\$39,837.00

Autostar/Hendersonville was the lowest bidder at \$39,837.00 each, however, they are considered non-responsive as Dodge is not offering a heavy duty transmission in the 3500 DRW truck for 2020, and this is required for the operations of these trucks. The District may proceed to award the bid to the next lowest responsible responsive bidder, Asheville Ford. Please let me know if you have questions.

Sincerely,

ROBERTS & STEVENS, P.A.



William Clarke

BC/sh

Metropolitan Sewerage District of Buncombe County

BOARD INFORMATIONAL ITEM

Meeting Date: January 15, 2020
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 November 30, 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 November 30, 2019 were \$75,151,913. The detailed listing of accounts is available upon request. The average rate of return for all investments is 2.253%. 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 November 30, 2019 do not reflect contractual commitments or encumbrances against said funds. Shown below are the total investments as of November 30, 2019 reduced by contractual commitments, bond funds, and District reserve funds. The balance available for future capital outlay is \$25,169,388.

Total Cash & Investments as of 11/30/19		75,151,913
Less:		
Budgeted Commitments (Required to pay remaining expenditures from unrestricted cash)		
Construction Funds	(23,262,770)	
Operations & Maintenance Fund	(11,061,285)	
		(34,324,055)
Bond Restricted Funds		
Bond Service (Funds held by trustee):		
Funds in Principal & Interest Accounts	(51,674)	
FY20 Principal & Interest Due	(9,405,819)	
		(9,457,493)
District Reserve Funds		
Fleet Replacement	(933,487)	
Pump Replacement	(194,214)	
WWTP Replacement	(208,680)	
Maintenance Reserve	(1,001,620)	
		(2,338,001)
District Insurance Funds		
General Liability	(136,724)	
Worker's Compensation	(308,968)	
Post-Retirement Benefit	(2,046,936)	
Self-Funded Employee Medical	(1,370,348)	
		(3,862,976)
Designated for Capital Outlay		<u>\$25,169,388</u>

Meeting Date: January 15, 2020

Subject: Cash Commitment/Investment Report-Month Ended November 30, 2019

Page 2

Staff Recommendation

None - Information Only.

Action Taken

Motion by: _____ to _____

Approve

Disapprove

Second by: _____

Table

Send to Committee

Other: _____

Follow-up required: _____

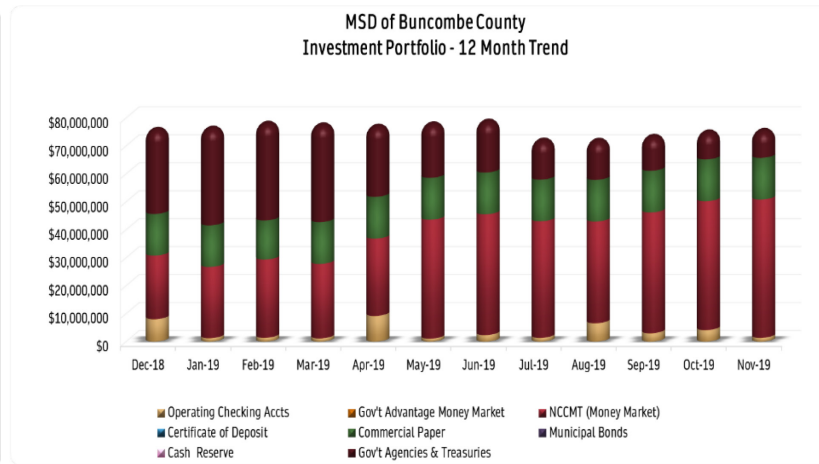
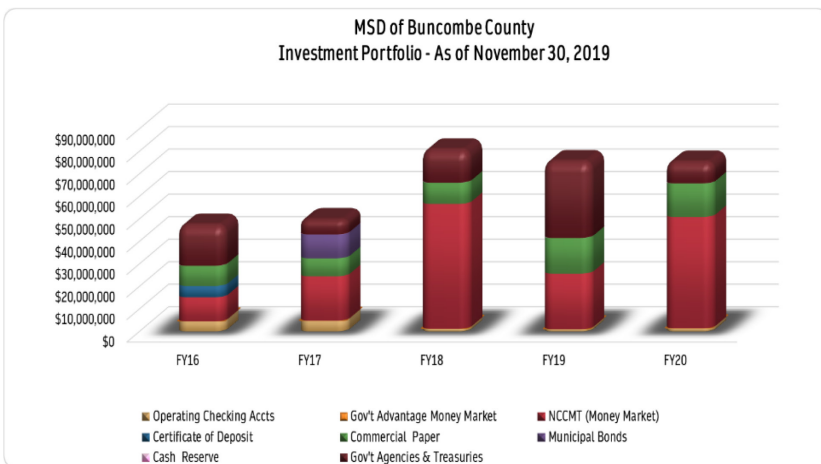
Person responsible: _____

Deadline: _____

Metropolitan Sewerage District of Buncombe County Investment Portfolio

Held with Bond Trustee Held by MSD	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
	\$ -	\$ -	\$ 51,674	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,674
	1,292,982	46,685	49,419,588	-	14,909,864	-	-	9,431,120	75,100,239
	\$ 1,292,982	\$ 46,685	\$ 49,471,263	\$ -	\$ 14,909,864	\$ -	\$ -	\$ 9,431,120	\$ 75,151,913

Investment Policy Asset Allocation	Maximum Percent	Actual Percent	
U.S. Government Treasuries,			
Agencies and Instrumentalities	100%	12.55%	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 1.86% is exceeding the YTM benchmark of the
Commercial Paper	20%	19.80%	NCCMT Government Portfolio.
Municipal Bonds	100%	0.00%	
North Carolina Capital Management	100%	65.87%	
Checking Accounts:			
Operating Checking Accounts		1.72%	All funds invested in CD's, operating checking accounts, Gov't Advantage money market
Gov't Advantage Money Market		0.06%	are fully collateralized with the State Treasurer.

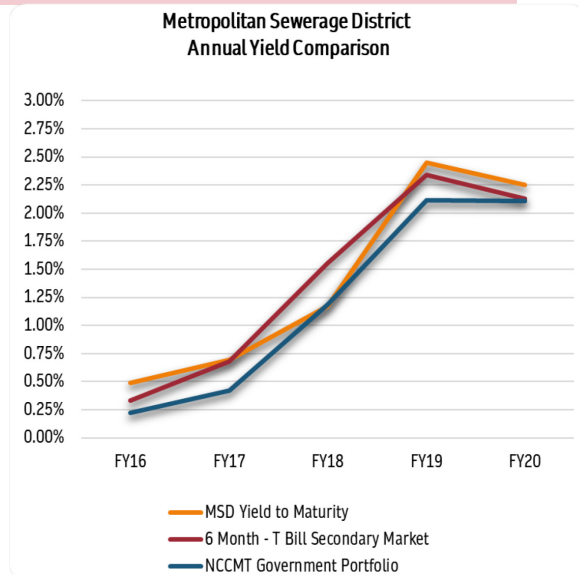
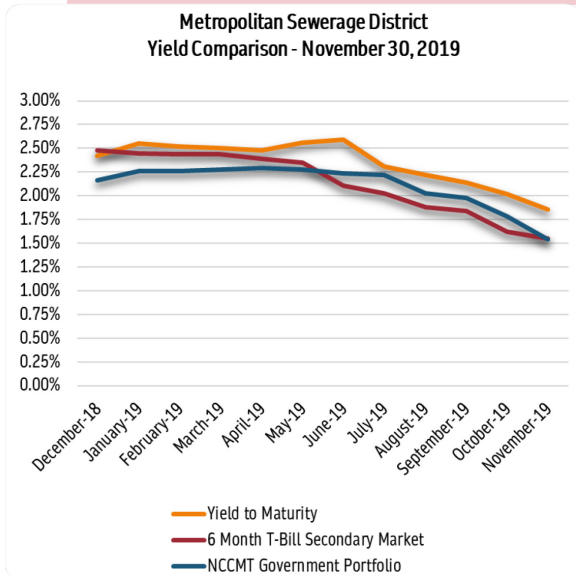


Metropolitan Sewerage District
Investment Managers' Report
 At November 30, 2019

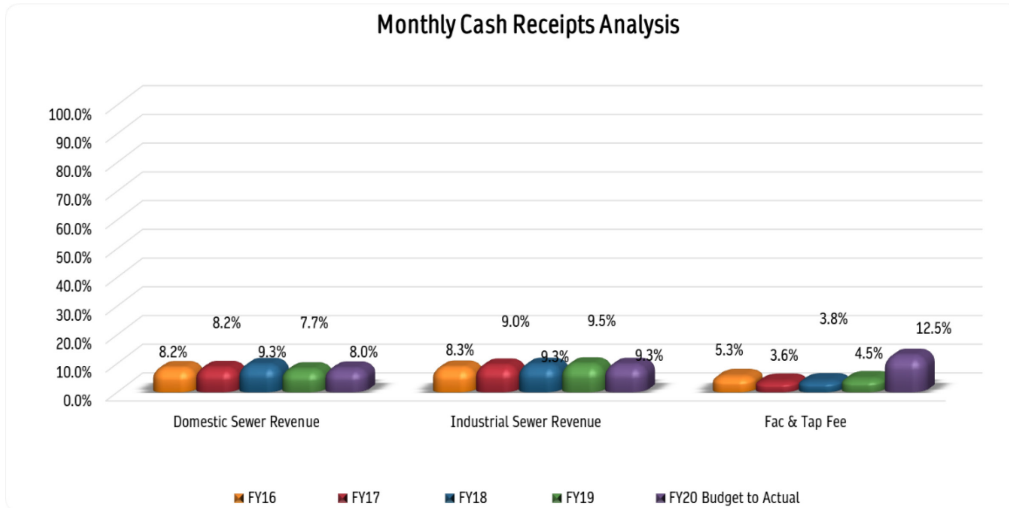
Summary of Asset Transactions			
	Original Cost	Market	Interest Receivable
Beginning Balance	\$ 67,488,529	\$ 67,519,608	\$ 47,977
Capital Contributed (Withdrawn)	3,283,259	3,283,259	-
Realized Income	64,631	64,631	(11,688)
Unrealized/Accrued Income	-	20,856	18,308
Ending Balance	<u>\$ 70,836,419</u>	<u>\$ 70,888,354</u>	<u>\$ 54,598</u>

Value and Income by Maturity		
	Original Cost	Income
Cash Equivalents <91 Days	\$ 61,405,298	\$ 79,845
Securities/CD's 91 to 365 Days	6,431,120	8,362
Securities/CD's > 1 Year	3,000,000	3,901
	<u>\$ 70,836,419</u>	<u>\$ 92,108</u>

Month End Portfolio Information	
Weighted Average Maturity	91
Yield to Maturity	1.86%
6 Month T-Bill Secondary Market	1.55%
NCCMT Government Portfolio	1.54%

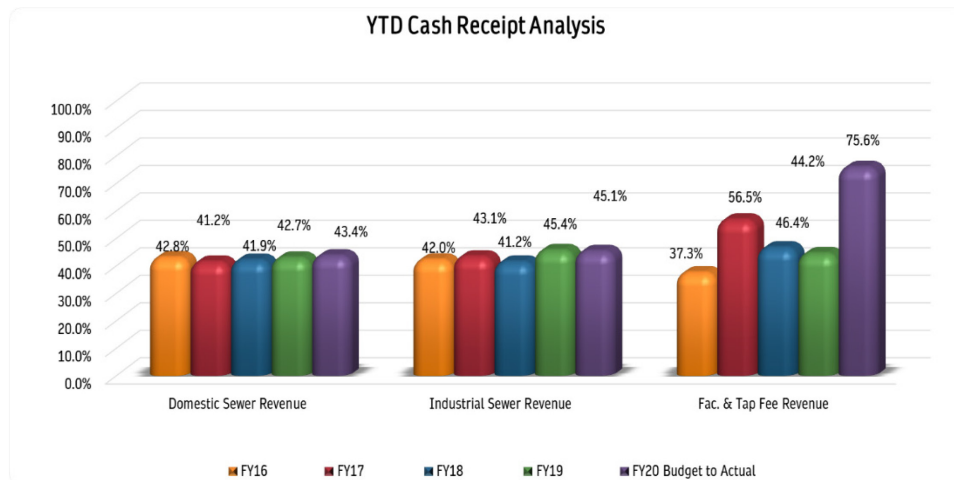


Metropolitan Sewerage District
Analysis of Cash Receipts
 As of November 30, 2019



Monthly Cash Receipts Analysis:

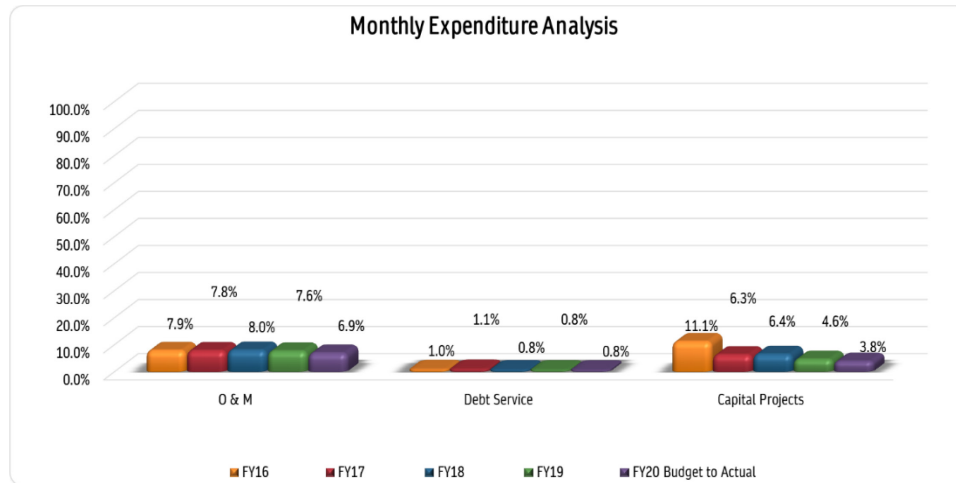
- ✚ Monthly domestic sewer revenue is considered reasonable based on timing of cash receipts in their respective fiscal periods.
- ✚ Monthly industrial sewer revenue is reasonable based on historical trends.
- ✚ Due to the unpredictable nature of facility and tap fee revenue, staff considers facility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



YTD Actual Revenue Analysis:

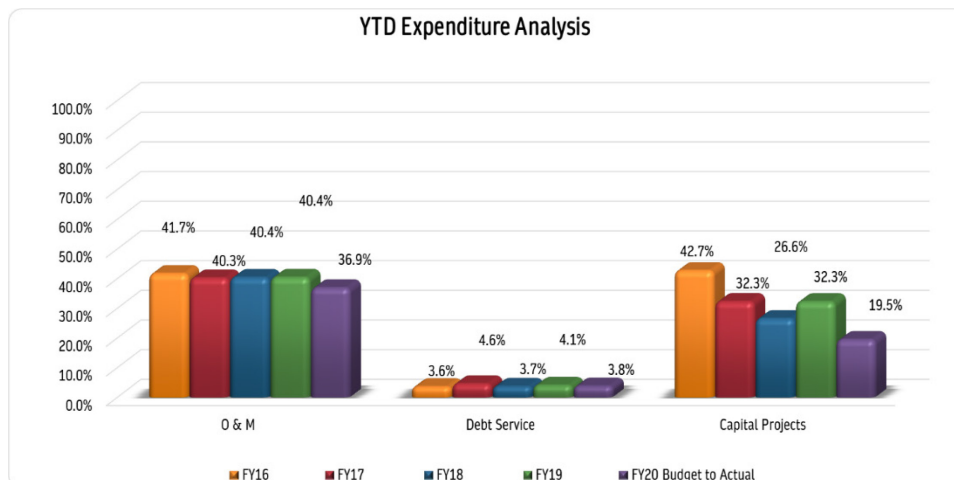
- ✚ YTD domestic sewer revenue is considered reasonable based on historical trends.
- ✚ YTD industrial sewer revenue is reasonable based on historical trends.
- ✚ Due to the unpredictable nature of facility and tap fee revenue, staff considers facility and tap fee revenue reasonable.

Metropolitan Sewerage District
Analysis of Expenditures
 As of November 30, 2019



Monthly Expenditure Analysis:

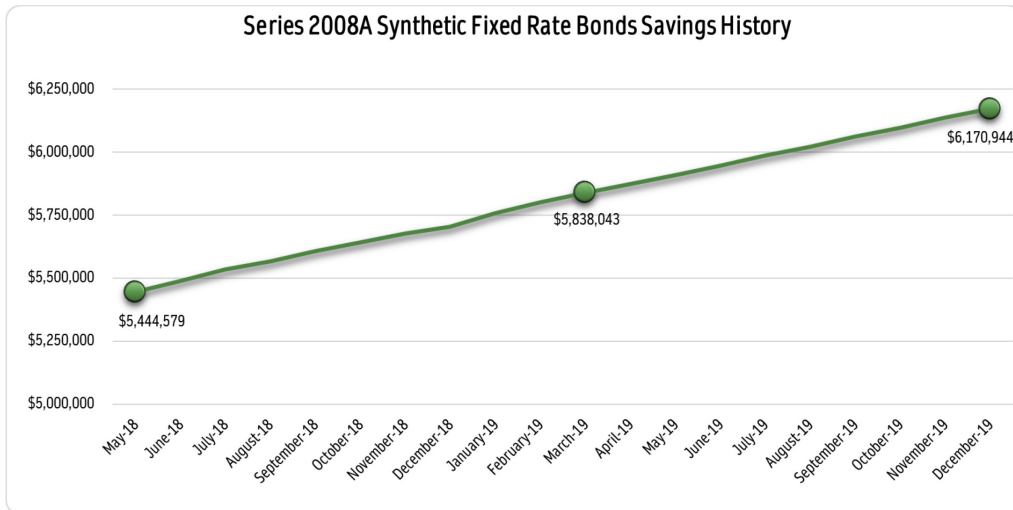
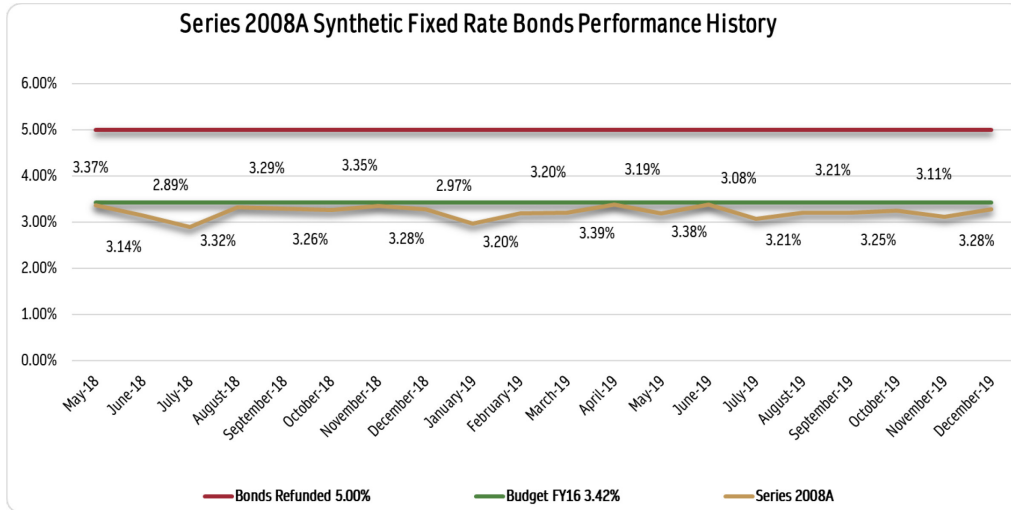
- ✚ Monthly O&M expenditures are considered reasonable based on historical trends and timing of expenditures in the current year.
- ✚ Due to the nature of the variable rate bond market, monthly expenditures can vary year to year. Based on current variable interest rates, monthly debt service expenditures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

Metropolitan Sewerage District
Variable Debt Service Report
 As of December 31, 2019



Series 2008A:

- ✚ Savings to date on the Series 2008A Synthetic Fixed Rate Bonds is \$6,170,944 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 \$3,146,471 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	12/18/2019	787	Complete
217 Mountain View Road Sewer Rehabilitation Ph. 2	Asheville	28805	483	12/2/19-1/1/20	260470	631	12/18/2019	442	Complete
139 Old County Home Road	Asheville	28806	352	1/6/20 - 2/1/20	260128	631			Construction to start 1/6/20
Reddick Road Sewer Construction Rehabilitation	Asheville	28805	635	12/30/19 - 1/15/20	267501	674			Construction has started.
Riverside Drive at Norton Road	Woodfin	28804	700	2/2/20-3/1/20	267504	631			Ready for construction
332 Wilson Avenue	Swannanoa	28778	235	1/16/20 - 2/1/20	210202	674			Ready for construction
Sarvena Place	Asheville	28804	160	FY 19-20	262466	631			Ready for construction
Lake Julian FM Replacement	Arden	28704	300	FY 19-20	267272	TBA			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
111 Compton Drive	Asheville	28806	360	FY 19-20	228741	TBA			In ROW
Owenby Lane @ US Highway 70 Sewer Rehabilitation	Black Mountain	28711	900	FY 19-20	268180	TBA			In ROW
Coleman Avenue at Conestee	Asheville	28801	1490	FY 19-20	233875	TBA			In ROW
Briarwood Road at W. Fox Chase Rd Sewer Rehabilitation	Weaverlyville	28804	300	FY 20-21	267160	TBA			In Design
Kenilworth Road at Rosefield Drive	Asheville	28803	100	FY 19-20	268191	TBA			Preliminary Engineering
Kenilworth Road at Warwick Sewer Rehabilitation	Asheville	28803	573	FY 19-20	268182	TBA			Preliminary Engineering
Forest Hill Drive at Kenilworth Road	Asheville	28803	353	FY 19-20	268193	TBA			Preliminary Engineering
Caledonia Road at Springdale Rd	Asheville	28803	629	FY 19-20	268194	TBA			Preliminary Engineering
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



CONSTRUCTION TOTALS BY DATE COMPLETED - Monthly

From 7/1/2019 to 11/30/2019

	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
November 2019	15	8	60	396	25	15	1,250	0	608	566	7	0	1174
Grand Totals	108	45	803	3,041	119	117	30,749	0	742	3751	47	1,641	6134

* Used to calculate Total Rehab Footage



PIPELINE MAINTENANCE TOTALS BY DATE COMPLETED - Monthly

July 01, 2019 to November 30, 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
November	64,927	1,519	5,862	70,789	11,418	0	23,503
Grand Total:	405,326	4,986	25,161	430,487	107,944	18,346	141,634
Avg Per Month:	81,065	997	5,032	86,097	21,589	3,669	28,327



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
	November, 2019	80	26	35
		427	25	38
NIGHT 1ST RESPONDER				
	July, 2019	13	24	15
	August, 2019	18	25	20
	September, 2019	7	30	36
	October, 2019	12	28	25
	November, 2019	28	21	22
		78	24	22
ON-CALL CREW *				
	July, 2019	41	41	37
	August, 2019	29	34	30
	September, 2019	24	39	59
	October, 2019	38	34	25
	November, 2019	32	41	56
		164	38	40
Grand Totals:		669	28	36

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

CAPITAL IMPROVEMENT PROGRAM

STATUS REPORT SUMMARY

January 8, 2020

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	100%	Project complete and in close out.
BEAUCATCHER ROAD @ KENILWORTH ROAD PHASE 2	Asheville 28805	Terry Brothers Construction Company	7/17/2019	10/14/2019	12/31/2019	\$336,029.00	100%	Project complete and in close out.
KENILWORTH ROAD @ SPRINGDALE ROAD	Asheville 28805	Terry Brothers Construction Company	1/16/2019	6/24/2019	12/31/2019	\$256,574.00	100%	Project complete and in close out.
MULL BUILDING HVAC PHASE 1	Woodfin	Pyatt Heating & Air Conditioning	8/21/2019	11/1/2019	1/31/2020	\$186,338.00	85%	New chilled water pumps and VFD's installed. Existing chillers and pads demolished and removed. New chiller installed 12/30/19.
MULL BUILDING IT BACKUP GENERATOR	Woodfin	MB Haynes	9/10/2019	10/7/2019	2/4/2020	\$120,700.00	60%	Waiting on generator to be delivered.
NORTH LEXINGTON AVENUE @ I-240	Asheville 28801	Terry Brothers Construction Company	11/11/2019	TBA	TBA	\$112,522.00	0%	A preconstruction meeting is being scheduled.
OLD HAW CREEK ROAD @ GREENBRIAR ROAD	Asheville 28805	Terry Brothers Construction Company	1/16/2019	4/15/2019	12/31/2019	\$821,552.00	100%	Project complete and in close out.
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%	Setting up bypass system.
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	Terry Brothers Construction Company	12/18/2019	TBA	TBA	\$336,435.00	0%	Contracts are being processed.
WEAVERVILLE FORCE MAIN @ PLANT	Woodfin	Terry Brothers Construction Company	7/17/2019	11/4/2019	7/1/2020	\$2,188,114.10	10%	Installing new 36 inch pipe.
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 3 & 8. Working on subgrade prep for base slab. Leak testing at sludge blending tanks.

*Updated to reflect approved Change Orders and Time Extensions

Planning & Development Project Status Report

Active Construction Projects Sorted by Work Location and Project Number

January 6, 2020

No.	Project Name	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	Testing
4	Hounds Ear (Mears Ave Cottages)	2016123	Asheville	28806	18	402	8/18/2017	Pre-con held, construction not yet started
5	Hawthorne at Mills Gap	2016222	Asheville	28803	272	442	10/3/2017	Final Inspection complete, awaiting close-out docs
6	Ashecroft	2016229	Asheville	28806	40	2,450	2/20/2018	Phase 1 - Final complete, awaiting close-out docs / Phase 2 - on hold
7	Hotel Milan	2017003	Asheville	28805	112	24	9/20/2019	Pre-con held, construction not yet started
8	Gerber Road Storage	2017049	Asheville	28803	Comm.	156	2/9/2018	Final Inspection complete, awaiting close-out docs
9	RADTIP	2017052	Asheville	28801	0	919	2/13/2018	Installing
10	White Oak Grove	2017053	Asheville	28801	114	1,185	6/28/2019	Installing
11	Rock Hill Road	2017096	Asheville	28803	15	990	7/24/2018	Waiting on final inspection
12	McCormick Place	2017150	Asheville	28801	17	210	8/3/2018	Waiting on final inspection
13	Wanoca Cottages	2017214	Asheville	29903	15	378	3/26/2019	Waiting on final inspection
14	Hawthorne Apartments @ Haywood	2017225	Asheville	28806	240	1,604	10/19/2018	Waiting on Final Inspection
15	17 N. Market Street	2017238	Asheville	28801	16	256	5/10/2019	Pre-con held, construction not yet started
16	Biltmore Terrace Ph. 3	2018000	Asheville	28803	15	294	7/16/2019	Waiting of final inspection
17	US 74 Commercial Development	2018010	Asheville	28803	4	265	5/25/2018	Pre-con held, construction not yet started
18	Old Haywood Subdivision Phase 1	2018073	Asheville	28806	79	1,770	3/19/2019	Installing
19	Fern Street	2018081	Asheville	28803	8	60	2/15/2019	Testing
20	Lee Walker Heights	2018126	Asheville	28801	116	1,755	10/1/2019	Installing
21	Le An Hurst Road	2018127	Asheville	28803	5	245	3/22/2019	Final Inspection complete, awaiting close-out docs
22	Tru by Hilton	2018131	Asheville	28805	1	248	1/25/2019	Waiting on final inspection
23	Hamrick Farms	2018133	Asheville	28715	69	3,483	8/30/2019	Installing
24	Bear Creek Hotel	2018141	Asheville	28806	Comm.	860	11/5/2019	Pre-con held, construction not yet started
25	Habitat - Old Haywood Road	2018258	Asheville	28806	38	1,355	8/20/2019	Waiting on final inspection
26	Joyner Avenue	2018264	Asheville	28801	4	215	6/4/2019	Final Inspection complete, awaiting close-out docs
27	UNC-A Edgewood Road Parking Lot	2019078	Asheville	28801	Comm.	373	7/19/2019	Testing
28	100 Airport Road Sewer Relocation	2019125	Asheville	28704	Comm.	548	8/23/2019	Waiting on final inspection
29	Abundance Run Subdivision	2019141	Asheville	28805	16	500	12/20/2019	Pre-con held, construction not yet started
30	West Keesler Avenue	2007176	Black Mountain	28711	6	410	11/15/2016	Final Inspection complete, awaiting close-out docs
31	808 Montreat Road	2015126	Black Mountain	28711	4	371	4/18/2017	Final Inspection complete, awaiting close-out docs
32	Avadim	2017001	Black Mountain	28711	Comm.	2,286	1/11/2019	Testing complete, awaiting final inspection
33	Sweet Birch Lane	2017111	Black Mountain	28711	65	780	9/28/2018	Final Inspection complete, awaiting close-out docs
34	Chapman's Cove	2017227	Black Mountain	28711	10	430	9/21/2018	Final Inspection complete, awaiting close-out docs
35	White Oak Circle	2018197	Black Mountain	28711	4	330	10/30/2018	Testing
36	402 Blue Ridge Road	2018206	Black Mountain	28711	6	372	2/5/2019	Installing
37	262 Flat Creek Road	2018223	Black Mountain	28711	3	286	12/6/2019	Pre-con held, construction not yet started
38	Givens Highland Farms-Cottage Development	2018272	Black Mountain	28711	16	1,355	9/13/2019	Waiting on final inspection
39	Padgettown Road - Phase 1	2019003	Black Mountain	28711	6	240	7/19/2019	Final Inspection complete, awaiting close-out docs
40	Padgettown Road - Phase 2	2019085	Black Mountain	28711	43	1,308	7/19/2019	Pre-con held, construction not yet started
41	Hyde Park Phase 2	2013058	Buncombe Co.	28704	14	500	12/3/2013	Waiting on final inspection
42	Creekside Cottages	2014095	Buncombe Co.	28704	7	504	3/12/2015	Waiting on final inspection
43	Avondale Subdivision	2015052	Buncombe Co.	28803	4	215	4/7/2017	Final Inspection complete, awaiting close-out docs
44	Waightsill Mountain Phase 2B	2015155	Buncombe Co.	28704	16	1,784	4/23/2019	Installing
45	Bee Tree Village	2015158	Buncombe Co.	28778	26	1,118	3/17/2017	Waiting on final inspection
46	NC DOT 1-5504 NC 191/I-26 Interchange	2016132	Buncombe Co.	28806	0	355	10/23/2017	In Construction
47	Bradley Branch Phase 4A	2016189	Buncombe Co.	28704	27	2,420	5/10/2019	Testing
48	ABCCM	2017083	Buncombe Co.	28806	60	4,069	12/4/2018	Punchlist pending
49	Glenn Bridge Meadows	2017151	Buncombe Co.	28704	30	1,692	7/19/2019	Punchlist pending, awaiting closeout documents
50	Sweetgrass Apartments	2018015	Buncombe Co.	28704	270	1,090	4/12/2019	Installing
51	The Ramble Block I	2018050	Buncombe Co.	28803	39	7,316	12/4/2018	Punchlist pending
52	Upper Grassy Branch Road	2018087	Buncombe Co.	28805	6	250	8/31/2018	Waiting on final inspection
53	Starnes Cove Subdivision	2018106	Buncombe Co.	28806	14	315	9/6/2019	Pre-con held, construction not yet started
54	412 Ridge Street	2018111	Buncombe Co.	28715	4	275	5/7/2019	Final Inspection complete, awaiting close-out docs
55	705 Bee Tree Road	2018113	Buncombe Co.	28778	11	500	11/15/2019	Installing
56	Bee Tree Road	2018115	Buncombe Co.	28778	6	240	12/18/2018	Final Inspection complete, awaiting close-out docs
57	New Riparian	2018156	Buncombe Co.	28778	5	275	9/28/2018	Final Inspection complete, awaiting close-out docs
58	Cedar Lane	2018164	Buncombe Co.	28704	9	145	3/22/2019	Pre-con held, construction not yet started
59	Fountain Park Subdivision	2018167	Buncombe Co.	28806	240	8,023	7/12/2019	Installing
60	Blake Ct.	2018174	Buncombe Co.	28704	5	307	7/30/2019	Waiting on final inspection
61	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
62	East Haven Apartments	2018198	Buncombe Co.	28778	95	34	7/30/2019	Ready for testing
63	Retreat at Arden Farms	2018207	Buncombe Co.	28704	416	299	11/19/2019	Pre-con held, construction not yet started
64	Reserve at Gashes Creek	2018208	Buncombe Co.	28803	190	1,940	8/2/2019	Installing
65	Roberts Relocation	2018250	Buncombe Co.	28803	1	340	7/19/2019	Final Inspection complete, awaiting close-out docs
66	School Road East	2019185	Buncombe Co.	28803	3	169	12/13/2019	Pre-con held, construction not yet started
67	44 Central Ave	2017107	Weaverville	28787	7	275	10/27/2017	Final Inspection complete, awaiting close-out docs
68	Ambler's Chase	2017249	Weaverville	28787	21	1,235	11/29/2018	Testing
69	Northridge Commons Townhomes	2018082	Weaverville	28787	53	1,380	4/9/2019	Installing
70	Maple Trace Ph. 4	2018214	Weaverville	28787	35	1,265	5/24/2019	Waiting on final inspection
71	Crest Mountain Phase 3B	2013041	Woodfin	28806	69	1,329	10/15/2013	Punchlist pending, awaiting closeout documents (roadwork remaining)
72	Reese & Jan Lasher (High Hopes)	2015152	Woodfin	28806	14	320	4/26/2016	Final Inspection complete, awaiting close-out docs
73	Olivette Development-Phase 1 Gravity	2016065	Woodfin	28804	356	1,155	3/29/2018	Working on punchlist items
74	Apple Lane	2017130	Woodfin	28804	4	60	8/31/2018	Final Inspection complete, awaiting close-out docs
75	88 North Merrimon Avenue	2017196	Woodfin	28804	Comm.	455	5/11/2018	Waiting on final inspection
76	Olivette Gravity Phase 2	2018116	Woodfin	28804	94	12,406	11/27/2018	Installing
77	Skyfin-Terraces at Reynolds Mtn -Phase 3&4	2018187	Woodfin	28804	22	845	8/8/2017	Waiting on final inspection and phasing
78	Brown Avenue	2018267	Woodfin	28804	3	62	7/2/2019	Final Inspection complete, awaiting close-out docs
79	French Broad River Academy for Girls	2019151	Woodfin	28804	Comm.	20	9/13/2019	Pre-con held, construction not yet started
			TOTAL		3,783	88,892		