

DARSWEIL L. ROGERS, COMMISSIONER
WADE R. FOWLER, JR., COMMISSIONER
EVELYN O. SHAW, COMMISSIONER
D. RALPH HUFF, III, COMMISSIONER
DAVID W. TREGO, CEO/GENERAL MANAGER



FAYETTEVILLE PUBLIC WORKS COMMISSION
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PUBLIC WORKS COMMISSION
MEETING OF WEDNESDAY, SEPTEMBER 13, 2017
8:00 A.M.

AGENDA

I. REGULAR BUSINESS

- A. Call to order
- B. Approval of Agenda

II. CONSENT ITEMS *(See Tab 1)*

- A. Approve Minutes of meeting of August 23, 2017
- B. Approve bid recommendation to award contract for Sewer Lift Station Rehabilitation at North Fayetteville and Cypress Lakes lift stations to Carolina Management Team, LLC, Asheville, NC in the total amount of \$811,910.10, the lowest responsive, responsible bidder and forward to City Council for approval.

The FY2018 CIP WS68 - Lift Station Wet Well Rehabilitation – North Fayetteville & Cypress Lakes is a budgeted item. \$850,000 is allocated for the project to be funded with Series 2016 Bond Proceeds.

Bids were received on August 16, 2017, as follows:

<u>Bidders</u>	<u>Total Cost</u>
Carolina Management Team, LLC, Asheville, NC	\$811,910.10

Comments: Plans and specifications were requested by nine (9) contractors with five (5) contractors attending the pre-bid conference. This project was advertised for bids twice due to the fact that an insufficient number of bids were received on the first advertisement. Only one bid was received after each advertisement.

END OF CONSENT

III. PRESENTATION REGARDING FUTURE OPTIONS FOR PWC'S POWER SUPPLY PORTFOLIO

Presented by: Jon Rynne, Chief Operations Officer – Electrical
Chris Dawson, P.E., GDS Associates
Gary Brunault, GDS Associates

GDS Associates will present to the Commission an informational presentation on the methodology and decision making process for evaluating new power supply options beyond the 2024 early termination period for PWC's existing Power Supply Coordination Agreement with Duke Energy Progress. GDS will outline the "risk versus cost" evaluation for new power supply resources and give a high level overview of some of the choices for PWC's power supply portfolio in the future.

IV. DISCUSSION REGARDING PWC UTILITY SERVICE TO NEW BASEBALL STADIUM

Presented by: David W. Trego, CEO/General Manager

V. GENERAL MANAGER REPORT *(See Tab 2)*

A. Open Commission Requests

VI. REPORTS AND INFORMATION *(See Tab 3)*

A. Monthly Incident Summary - August 2017

B. Personnel Report - August 2017

C. Position Vacancies

D. Approved Utility Extension Agreement(s):

➤ Asbury Automotive Group, Inc., elect/water/sewer utility extension to serve Crown Ford

➤ Publix North Carolina, LP, elec./water/sewer ext. & service to serve Tallywood Shopping Center

E. Actions by City Council during meeting of August 28, 2017, related to PWC:

➤ Approved Bid Recommendation – Twelve (12) 1200 Amp Circuit Breakers

VII. ADJOURN

D-R-A-F-T

PUBLIC WORKS COMMISSION
MEETING OF WEDNESDAY, AUGUST 23, 2017
8:30 A.M.

Present: Evelyn O. Shaw, Chairwoman
Wade R. Fowler, Jr., Vice Chairman (VIA TELECONFERENCE)
D. Ralph Huff, III, Secretary
Darsweil L. Rogers, Treasurer

Others Present: David W. Trego, CEO/General Manager
Jay Reinstein, Assistant City Manager
Karen McDonald, City Attorney
Michael Boose, County Liaison
Melissa Adams, Hope Mills Town Manager
PWC Staff
Media

Absent: Jim Arp, City Council Liaison

CALL TO ORDER

Chairwoman Shaw called the meeting of Wednesday, August 23, 2017, to order.

APPROVAL OF AGENDA

Upon motion by Commissioner Rogers and seconded by Commissioner Huff, the agenda was unanimously approved.

CONSENT ITEMS

Upon motion by Commissioner Rogers and seconded by Commissioner Huff the Consent Items were unanimously approved.

- A. Approve Minutes of meeting of August 9, 2017
- B. Approve bid recommendation to award bid for purchase of one (1) 86,000 GVWR Heavy Haul Transfer Truck to H&H Freightliner, Hope Mills, NC, the lowest responsive, responsible bidder in the total amount of \$129,606.00 and forward to City Council for approval.

D-R-A-F-T

This is a budgeted replacement for Unit #3303. \$150,000 is available under Budget Code 1806200989 in the FY2018 budget, for the purchase of this truck.

Bids were received on August 8, 2017, as follows:

<u>Bidders</u>	<u>Total Cost</u>
H&H Freightliner, Hope Mills, NC	\$129,606.00

Comments: Bids were solicited from eighteen (18) vendors with one (1) vendor responding. The bid from H&H Freightliner included very minor exceptions that will not impact operations and are acceptable to PWC staff.

- C. Approve bid recommendation to award bid for purchase of one (1) 35,000 GVWR Cab and Chassis with a 6 Cubic Yard Dump Body to H&H Freightliner, Hope Mills, NC, the lowest responsive, responsible bidder meeting specifications, in the total amount of \$94,441.00 and forward to City Council for approval.

This is a budgeted replacement for Unit #305. \$102,000 is available under Budget Code 1806200998 in the FY2018 budget, for the purchase of this truck.

Bids were received on August 8, 2017, as follows:

<u>Bidders</u>	<u>Total Cost</u>
H&H Freightliner, Hope Mills, NC	\$94,441.00
Smith International Truck Center, Fayetteville, NC	\$99,560.45

Comments: Bids were solicited from eighteen (18) vendors with three (3) vendors responding. A lower bid was received from Piedmont Truck Center, Greensboro, NC; however, it contained exceptions regarding the engine and the Gross Combined Weight Rating (GCWR). Our specifications called for a Cummins 6 cyl. diesel engine and they quoted a Ford V-8 which has been problematic for PWC in past use. Additionally, our specifications called for 80,000 GCWR and they are quoting 50,000 GCWR, which would limit our towing capacity. For these reasons, the bid from Piedmont Truck Center was considered non-compliant to our specifications.

- D. Approve Resolution PWC2017.10 to Establish a Regulatory Asset to Recognize Prior Coal Ash Costs (See Page _____ of Minutes)
- E. Staff recommends the Commission adopt the following budget Capital Project Fund (CPF) Ordinance and Ordinance Amendments.

The following ordinances will be effective upon adoption:

- PWCORD2017-22 Substation Rebuild CPF establishes a CPF for substation rebuild projects from the 2018 – 2023 CIP. This CPF will be funded from annual

transfers from the Electric Fund. A CPF is desirable to track these multi-year projects which have long lead time purchases and making the budgeting, tracking and pre-audit requirements more manageable to project managers.

- PWCORD2017-23 W/S Connect CPF amendment #4 closes this project fund. Any remaining bond proceeds will be utilized in the 2016 WS Revenue Bond CPF amended below.
- PWCORD2017-24 Electric Connect CPF amendment #3 closes this project fund. Any remaining bond proceeds will be utilized in the 2016 WS Revenue Bond CPF amended below.
- PWCORD2017-25 2016 W/WW Revenue CPF amendment #3 increases bond proceeds available by the remaining \$5,542,545 from the Water and Electric Connect project funds.

(See Pages _____ of Minutes)

- F. Approve FY2018 Budget Amendment #1 – PWCORD2017-21 - Electric and Water/Wastewater increasing the W/WW Fund budget \$743,900 to \$109.7 million. The Electric Fund total budget remained unchanged. (See Pages _____ of Minutes)
- G. Approve Amendment #3 to the Service Agreement dated June 1, 2012, between the Public Works Commission and General Electric International, Inc., extending the contract until June 30, 2020.

END OF CONSENT

REVIEW PRELIMINARY YEAR END FINANCIAL RESULTS

(PWC Strategic Goal #1)

Presented by: Dwight Miller, Chief Financial Officer
Brenda Brown, Controller

Brenda Brown, Controller provided a preliminary financial review for the 4th quarter, ending June 2017.

Ms. Brown stated Electric Sales are up 1.0%. Electric Operating Expenses are down 1.8%. City Transfer, PILOT, were up .3%, which includes the Economic Development we pay to the City every year. She also stated the Water Sales were up 6.5%. Wastewater Sales were up 5.3%. Water/Wastewater Operating Expenses were up 4.2%. Net Bad Debts were just over .4%, which signifies a significant decrease. The Days Cash Reserve is 131.4 (target is 120 days).

D-R-A-F-T

Power Supply Costs were up .2%. G&A Expenses were down 7.7%. Commissioner Rogers questioned the decrease in G&A Expenses. Ms. Brown replied the G&A were down because our Electric Contractual Services were down as well as Bad Debt Expenses (.4%) due to our great collection efforts.

Electric Power Costs are slightly down as compared to last year (.6%). W/WW sales increased 6.5% and 5.3% respectively. G&A expenses were slightly down for W/WW. Other Operating Expenses for W/WW increased 5.4%. Commissioner Rogers asked why the Other Operating Expenses increased. Ms. Brown stated they increased due to maintenance for sewer and maintenance for water. They increased due to the Hurricane Matthew damages we needed to repair. Mr. Noland stated the funds should be returned from FEMA. Mr. Trego noted there was other work we had to defer due to Hurricane Matthew repairs. Aid and Grants decreased 26.3%.

Ms. Brown noted the Water Volume Sales have increased though the Mgallons decreased slightly. She stated there was a rate increase in Water/Wastewater and there was an increase in our customer base. The Water Margin increased slightly over last year. The Wastewater Margin also increased slightly over last year.

The Fleet Maintenance Fund Comparison for 4th Quarter: The sales between PWC and City are basically 25/75. The Operating Expenses are up 5.7% over last year. A true-up is completed at the end of the year. Ms. Brown noted the capitalization for Electric and Water is 91% and Fleet is 100%.

Commissioner Shaw requested for Ms. Brown to revisit the increase in water volume sales. She asked what caused the customer base to increase. Ms. Brown responded there were two hundred additional customers in water and wastewater. These were new customers. Mr. Noland also stated since we have the new meters installed we are getting better readings from the meters. Discussion ensued.

Commissioner Shaw thanked Ms. Brown for providing the preliminary yearend financial results.

REHABILITATION PROGRAM STATUS UPDATE

Presented by: Mick Noland, Chief Operations Officer – Water Resources
John Allen, Senior Engineer, Water Resources Engineering

Mick Noland, Chief Operations Officer (Water Resources) stated for several years, Water Resources has generated a report that shows how much rehabilitation and replacement they have completed on the wastewater collection and water distribution system. He stated one of their strategic initiatives is to take where they are now and improve on it with a tighter asset management system to reduce impact on the customers. He stated they recently completed their report for 2016.

Staff wanted to show the Commission as time goes on, they are utilizing the additional budgeted funds and getting the work completed.

Mr. Noland introduced John Allen, who is the Senior Engineer in the Water Resources Engineering Department. He is also the lead engineer on the water mains, sewer mains, wet-wells and other rehabilitation and replacements they complete.

Mr. Allen stated he will outline the Water Resources Rehabilitation Program. He will also discuss the performance indicators as well as looking forward and the Asset Management Plan. He stated the Strategic Rehabilitation Initiative was developed in 2004. The water main rehabilitation consists of 1,385 miles. The sewer main rehabilitation consists of 1,265 miles. The manhole rehabilitation consists of 31,511 manholes.

He stated approximately 25% of the system is over 45 years of age. In FY16, it represented almost 700 miles (water and sewer) that was over 45 years, which is over half the useful life of an asset. It reflects mains we have not rehabbed or replaced. He stated overall we are completing less than 1% of our system each fiscal year. In FY16 we relined, replaced or rehabbed almost 1.9% of our system.

Mr. Allen stated the planned rehabilitation funding for water, sewer and manholes in FY18 is \$11,580,000. He stated this figure represents dedicated contracts toward lining or replacing water mains. It does not include work they do through DOT, City Storm Drains or any other work related to replacing infrastructure.

Rehabilitation Program Totals to Date. The program began in 2004-2005:

Water Main Rehabilitation – Epoxy lined over 56 miles, and replaced over 14 miles for a total of \$55 million. This represents 5% of the system. The system is 1,385.

Sewer Main Rehabilitation – Lined over 88 miles, and replaced over 7 miles for a total of \$47 million. This represents 7.5% of the system. The system is 1,256 miles.

Manhole Rehabilitation – Rehabilitated over 1,600 manholes for a total of \$6.7 million. The system contains 31,511 manholes.

Sewer Lateral Rehabilitation - lined/replaced over 1,100 laterals for a total of \$3.5 million. The system contains 85,600 laterals.

Mr. Allen provided a summary of the rehabilitation of water mains, sewer mains and manholes since 2007. Discussion ensued.

He stated PWC averages approximately nine (9) Sanitary Sewer Overflows per year (not including overflows recorded due to Hurricane Matthew). He stated most of the overflows are not related to capacity, but they are due to grease, debris or over types of vandalism.

Unaccounted For Water averages 8% for a 36 month rolling average: Mr. Allen stated the sewer averages 36% for a 36 month rolling average. As more accurate meter readings are received, the water average should decrease. The Unaccounted For Sewer is most difficult to control because it is related to the amount of rainfall; groundwater levels; condition of sewer mains and sewer only customers. Discussion ensued on sewer only customers.

Mr. Allen provided a summary of water main repairs and sewer main repairs. He stated there were an increased amount of repairs in FY17 due to Hurricane Matthew.

Other activities and future activities include: Assessment of large water mains, with a focus on pre-stressed concrete cylinder pipe (total cost \$270,000.00); NCDOT Projects – a lot of these replacements are mandated by DOT. They do not allow any asbestos, cement water mains below their pavement, so we must relocate and replace water mains as part of their work. We take that opportunity to complete upgrades and enhancements when they are tearing up the roads (total \$4.3 million); Encase water mains under railroad tracks. Mr. Allen stated to the best of his knowledge, those water mains do not have a protective case around them, so we have a 6 year plan to encase the water mains to bring them up to PWC and Railroad standards (\$4.3 million).

Mr. Allen stated we recently received loan for \$17.9 million to construct the Rockfish Creek Equalization Basin which will be used to help smooth out some of the peak flows during heavy weather events. He also stated we have several projects outlined in the CIP to line the large diameter outfalls that serve the Cross Creek and Rockfish Plants. We want to get to them before we have to replace them (total \$17.23 million).

Sanitary Sewer Lift Stations – PWC plans to upgrade the North Fayetteville Lift Station (total \$12.4 million). Also, we plan to replace three lift stations over the next few years (one is under construction now (total \$4.9 million)); Plan to reline wet-wells (\$1.3 million).

Mr. Allen summarized the projected expenditures for the six year CIP as follows.

- System Rehabilitation - \$132.5 Million
- Lift Stations - \$18.6 Million
- Equalization Basin - \$17.9 Million
- Sewer Outfall Rehabilitation - \$17.2 Million
- Water Main Assessment - \$.27 Million

TOTAL = \$186.5 Million

Mr. Allen also updated the Commission on the Asset Management Plan. He stated the current assessment of the plan has been completed. The consultant performed a Gap Analysis of our program, which included Technology/Operating Strategy; Management Strategy/ Staffing Needs and Budget Needs. We have also completed an initial assessment of our long-term financial needs of what it would take to get to 1% of our system each year, to include system growth and the replacements we are doing now. We are reviewing the specific asset management plans that are focused on the collection system, including

manholes and the distribution system. Based on those recommendations we will determine how we will need to proceed with them.

Phase 2 (FY2018) or next steps for the Asset Management Plan include:

- Implementation of Asset Management Plans for Collection & Distribution Systems
- Update Prioritization Tool
- Develop Strategic Asset Management Plan
- Condition Assessment of Cast Iron, Older Cement Water Plans
- Estimated cost of these (4) items is \$400,000

Phase 3 (Future) include:

- Implement Strategic Asset Management Plan
- Develop Specific Asset Management Plans for Lift Stations, Water Storage Tanks, Water Treatment Facilities, Water Reclamation Facilities

Phase 4 (Future) include:

- Implement PWC-wide Asset Management Program (Water, Electric, Facilities)

Mr. Trego commented on the Strategic Asset Management Plan. He stated it obviously does not mean we are not doing anything today. Putting in an asset management system allows you to prioritize things.

He went on to state, in the industry as a general rule, you are to replace 1% of your assets per year, but it is not a true picture of what should be replaced per year. Different materials have different lives; the soil that it is in affects it; the manufacturer affects it. There are also variables for the different types of pipe. The asset management system helps you to get all that information into the system to effectively prioritize and give you performance indicators on the pipe. Though we use 45 years as a performance indicator on pipe, yet some pipe may have a useful life of 30 years or 60 years. If one percent a year is the right number, we need to determine if we are rehabbing the right one percent. We want to make sure we are rehabbing or replacing the right pipe. (Discussion ensued.)

More discussion ensued regarding the process of rehabilitating the sewer mains. Commissioner Huff commented on his experience with sewer main rehabilitations. He stated notices were given; the workers involved were very courteous and it was a very painless and good process.

Finally, Mr. Noland commented on the graph which delineated the miles of water mains to replace by type in a given year with current, replacement and new pipe due to system growth. He stated in the past year, we replaced/rehabbed about 7 miles of water main, but we really need to be replacing/rehabbing 14 miles. On the sewer side, we are replacing/rehabbing about 12 miles per year, but we need to replace/rehab about 16 miles a year. (Discussion ensued.)

GENERAL MANAGER REPORT

United Way Award – 211 Program

Mr. Trego stated PWC received an award from United Way in recognition of the five year anniversary of the 211 Program. It is a countywide referral system for health and human services. PWC, Cape Fear Valley, Cumberland County and the City of Fayetteville were original sponsors of the 211 Program.

Solar Eclipse

Mr. Trego stated he spoke to Duke regarding the Solar Eclipse. He asked Duke how they reacted to the eclipse. Duke purposely, systemically shut off 500 megawatts of solar and brought on other assets to replace it because they knew they would lose the load during the eclipse. Mr. Trego stated 500 megawatts is almost a power plant.

AMI Meter Opt-Outs

Mr. Trego stated there are 67 customers who initially did not take an AMI meter and to date, these are our results:

- 25 have been contacted and have scheduled to change out their old meter
- There are 21 customers who have been left with two voicemails and have not gotten back to us
- 8 customers do not have valid phone numbers
- 7 customers have valid phone numbers, but do not have voicemail so we could not leave a message
- 3 customers have continued to state they do not want AMI meters (these have been elevated to more senior management to give them more information)
- 1 customer hung up on us twice
- 2 customers have requested for us to call back.

Our plan for the customers we have not been able to contact is to send representatives to their home and if we cannot make contact, to leave a door hanger.

We will send an official letter to customers to let them know we have attempted to contact them and let them know of the official policy and that we will take further action possibly around October 1st.

Commissioner Fowler asked ‘what is the further action’. Mr. Trego responded we will attempt to change out the meter. But the customer has the option. It is the customer’s option to accept the new meter or we will take the old meter out because it is no longer supported. We will send the letter first, and attempt to contact the customer again so they will be fully informed of the process.

Commissioner Rogers asked if we have a plan on notifying the appropriate Council Member. Mr. Trego responded once we know which customers are refusing, we will notify the appropriate Council Member.

Interbasin Transfer

PWC was successful in the Interbasin Transfer Case (opposing Cary and Apex), yet there has been an appeal. The briefs are due back to the court on August 28th. The appeal hearing is scheduled to be heard on September 13th and 14th.

PWC Day and Public Power Week

The next PWC Day is scheduled for October 3rd. Mr. Trego asked if Commissioners know of anyone who would like to attend to please notify Carolyn Justice-Hinson so we can sign them up. Public Power Week begins October 1st and we will have some events for our line workers and promoting public power and the benefits to the community.

Commissioner Comments

Commissioner Rogers stated on Monday, August 28th at 3:00 p.m. we will have the Building Local/Small Business Capacity Meeting. The meeting will be held in the Commission Board Room. Commissioner Rogers explained the purpose of the meeting is to develop a strategy to speak to the local and small businesses with one voice, informing them of the number of dollars being spent and to encourage them to determine ways to win more of the business. Mr. Trego also stated the more important thing for an aspiring entrepreneur is to inform him/her of the areas in which there is not already a local presence and the potential opportunities available to them.

REPORTS AND INFORMATION

The Commission acknowledges receipt of the following reports and information.

- A. Recap of Uncollectible Accounts – July 2017
- B. Purchase Orders – July 2017
- C. Position Vacancies
- D. Approved N.C. Department of Transportation Encroachment Agreement(s):
 - Encr. #18467 – 8” RJDIP fire line on SR-1141 and NC162
- E. Actions by City Council during meeting of August 14, 2017, related to PWC:
 - Approved Phase 5 Annexation Areas 20 and 21
- F. Preliminary June 30th Financial Statement Recaps
 - Electric
 - Water/Wastewater
 - Fleet Maintenance Internal Service Fund

ADJOURNMENT

D-R-A-F-T

There being no further business, upon motion by Commissioner Rogers, seconded by Commissioner Huff and unanimously approved, the meeting was adjourned at 9:50 a.m.

**PUBLIC WORKS COMMISSION
ACTION REQUEST FORM**

TO: David W. Trego, CEO/General Manager

DATE: September 5, 2017

FROM: Gloria Wrench, Procurement Manager

.....
ACTION REQUESTED: Award contract for Sewer Lift Station Rehabilitation at North Fayetteville and Cypress Lakes lift stations.

.....
BID/PROJECT NAME: Sewer Lift Station Rehabilitation

BID DATE: August 16, 2017

DEPARTMENT: Water Resources Engineering

BUDGET INFORMATION: FY2018 CIP WS 68 – Lift Station Wet Well Rehabilitation – North Fayetteville & Cypress Lakes - \$850,000 is allocated for the project to be funded with Series 2016 Bond Proceeds.

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BIDDERS	TOTAL COST
Carolina Management Team, LLC, Asheville, NC	\$811,910.10

.....
AWARD RECOMMENDED TO: Carolina Management Team, LLC, Asheville, NC

BASIS OF AWARD: Lowest responsive, responsible bidder

.....
COMMENTS: Plans and specifications were requested by nine (9) contractors with five (5) contractors attending the pre-bid conference. This project was advertised for bids twice due to the fact that an insufficient number of bids were received on the first advertisement. Only one bid was received after each advertisement.

.....
ACTION BY COMMISSION

APPROVED _____ **REJECTED** _____
DATE _____

ACTION BY COUNCIL

APPROVED _____ **REJECTED** _____
DATE _____

BID HISTORY

SEWER LIFT STATION REHABILITATION BID DATE: AUGUST 16, 2017

Advertisement

- | | | | |
|----|--|----------------------|----------------------|
| 1. | PWC Website | 1 st adv. | 06/29/17 to 08/08/17 |
| | | 2 nd adv. | 08/08/17 to 08/16/17 |
| 2. | Fayetteville Regional Chamber | | Web Posting |
| 3. | The Fayetteville Press, Fayetteville, NC | | General Ad Monthly |

List of Organizations Notified of Bids

1. NAACP Fayetteville Branch, Fayetteville, NC
2. NAWIC, Fayetteville, NC
3. N.C. Institute of Minority Economic Development, Durham, NC
4. Fayetteville Business & Professional League, Fayetteville, NC
5. SBTDC, Fayetteville, NC
6. FTCC Small Business Center, Fayetteville, NC
7. CEED, Fayetteville, NC
8. iSqFt Planroom

List of Contractors Requesting Plans and Specifications

1. Mechanical Jobbers, Lithonia, GA
2. CMT Coatings, Asheville, NC
3. AC Schultes, Wallace, NC
4. Culy Contracting, Winchester, IN
5. Midas Companies, Capitol Heights, MD
6. TA Loving Co, Goldsboro, NC
7. Sherwin Williams, Ronda, NC
8. Ameritec Industrial Coatings, Rowland, NC
9. Utility Service Company, Summerfield, NC

SDBE Participation

Carolina Management Team is currently certified as a Disadvantaged Business Enterprise (DBE) and Historically Utilized Business (HUB). Carolina Management Team will use their workforce as participation towards the aspirational goal for the project.

Open Commission Requests

As of 9/13/17

<u>Commission Meeting Date</u>	<u>Presentation/Discussion Item</u>	<u>Presenter (Staff)</u>
To be Determined	Discuss Employees' Compensation Policy outside the Max Payscale Requested by: Commissioner Rogers/Lallier – 7/27/16	D. Trego B. Russell
To be Determined	Presentation on Customer Segmentation Relative to Smart Grid. Requested by: Commissioner Rogers – 2/24/16	M. Brown
On Hold Pending City Action	Review of Fleet Management Services Agreement Updated: 1/20/17	S. Fritzen
COMPLETED 7/26/17	Update Commission on details of lead in water pipes. Requested by: Commissioner Lallier - 1/27/16	M. Noland/C. Smith
COMPLETED 6/16/17 (VIA E-Mail)	Can Commission set a minimum price for an unsolicited offer to purchase the RC Williams Building to be brought to their attention? Requested by: Commissioner Shaw – 6/14/17	D. Trego
COMPLETED 4/13/17 (VIA E-Mail)	Presentation to Commission that describes the method PWC uses to track our assets. Requested by: Commissioner Rogers - 6/22/16	D. Miller I. Copeland
COMPLETED 3/29/17	Provide feedback on creating of a Risks Group/Team to review cyber security and other security risks throughout the Commission Requested by: Commissioner Rogers	Mr. Trego
COMPLETED 3/8/17	Provide Participation Rate of Local Vendors in Our Bids Requested by: Commissioners Rogers and Shaw 2-22-17	D. Miller I. Copeland/G. Wrench

PREVIOUSLY CLOSED COMMISSION REQUESTS HAVE BEEN ARCHIVED

PUBLIC WORKS COMMISSION

MONTHLY INCIDENT SUMMARY

08/2017

F/Y 2017-2018 PERSONAL INJURIES					
DIVISION	CHIEF OFFICER	NUMBERS		EXPENSES	
		THIS MONTH	Y-T-D	THIS MONTH	Y-T-D
MANAGEMENT	TREGO	-	-	-	-
C & CR	HINSON	-	-	-	-
HUMAN RESOURCES	RUSSELL	-	-	-	-
CUSTOMER PROG	BROWN	-	-	-	-
CORPORATE SERVICES	FRITZEN	2	2	-	-
FINANCIAL	MILLER	-	-	-	-
WATER RESOURCES	NOLAND	-	1	-	\$118,724.95
ELECTRIC SYSTEMS	RYNNE	-	1	-	\$19,165.26
F/Y TOTALS		2	4	\$0.00	\$137,890.21

F/Y 2017-2018 VEHICLE/EQUIPMENT DAMAGE					
DIVISION	CHIEF OFFICER	NUMBERS		EXPENSES	
		THIS MONTH	Y-T-D	THIS MONTH	Y-T-D
MANAGEMENT	TREGO	-	-	-	-
C & CR	HINSON	-	-	-	-
HUMAN RESOURCES	RUSSELL	-	-	-	-
CUSTOMER PROG	BROWN	-	2	-	\$3,092.05
CORPORATE SERVICES	FRITZEN	-	-	-	-
FINANCIAL	MILLER	-	-	-	-
WATER RESOURCES	NOLAND	2	5	-	\$222.48
ELECTRIC SYSTEMS	RYNNE	1	4	-	\$431.05
F/Y TOTALS		3	11	\$0.00	\$3,745.58

August 1-31, 2017

Personnel Report

<i>DIVISION</i>	<i>AUTHORIZED POSITIONS</i>	<i>ACTUAL EMPLOYEES</i>	<i>Part -time Employees</i>	<i>CONTRACT POSITIONS</i>	<i>VACANT POSITIONS</i>	<i>Staff by Temp Agency</i>
MANAGEMENT						
Executive	5	4			1	
Customer Programs Admin	1	1				
Human Resources Admin	1	1				
Communications/Comm Rel	1	1				
Corporate Services	1	1				
Financial Administration	1	1				
Water Administration	1	1				
Electric Administration	1	1				
Total	12	11	0	0	1	0
COMM/COMM REL						
Communications/Comm Relations	4	4				
Total	4	4	0	0	0	0
HUMAN RESOURCES						
Human Resources	6	6				
Medical	1	0		1		
OD/Safety & Training	2	1			1	
Total	9	7	0	1	1	0
CUSTOMER PROGRAMS						
Programs Call Center	12	11			1	
Development & Marketing	6	5			1	
Water Meter Shop	2	2				
Electric Meter Shop	3	3				
Utility Field Services	21	18			3	
Total	44	39	0	0	5	0
CORPORATE SERVICES						
Project Management	15	15				
Warehouse	13	12			1	
Fleet Maintenance	42	39			3	2
Facilities Maintenance	7	7				
Information Systems	2	2				3
Telecommunications	8	8				
Database Support	2	2				
IS Security	2	2				
Applications Support	10	6			4	
End User Computing	7	6			1	
Total	108	99	0	0	9	5

August 1-31, 2017
Page 2

<i>DIVISION</i>	<i>AUTHORIZED POSITIONS</i>	<i>ACTUAL EMPLOYEES</i>	<i>Part -time Employees</i>	<i>CONTRACT POSITIONS</i>	<i>VACANT POSITIONS</i>	<i>Staff by Temp Agency or Part-time</i>
<i>FINANCIAL</i>						
Accounting	11	11				1
Payroll	1	1				
Accounts Receivable	10	8			2	
Customer Accts Call Center	44	*45			*1	2
Customer Service Center	12	12				
Risk Management	2	2				1
Environmental Compl	1	1				
Claims	1	1				
Property & ROW Mgmt	6	6				
Collections	0	0				
Internal Auditing	1	1				
Financial Planning	9	8			1	2
Budget	2	2				
Rates & Planning	2	2				
Purchasing	7	7				1
Total	109	106	0	0	3	7
<i>WATER RESOURCES</i>						
W/R Engineering	35	35				
W/R Construction	102	92			10	
P.O. Hoffer Plant	9	9				1
Glenville Lake Plant	6	6				
W/WW Facilities Maint.	22	21			1	1
Cross Creek Plant	10	9			1	
Rockfish Plant	7	7				
Residuals Management	2	2				1
Environmental Services	1	1				
Laboratory	6	6				
W/R Environ. Sys. Prot.	4	4				
Watersheds	1	1				
Total	205	193	0	0	12	3
<i>DIVISION</i>	<i>AUTHORIZED POSITIONS</i>	<i>ACTUAL EMPLOYEES</i>	<i>Part -time Employees</i>	<i>CONTRACT POSITIONS</i>	<i>VACANT POSITIONS</i>	<i>Staff by Temp Agency</i>
<i>ELECTRIC</i>						
Electrical Engineering	23	22			1	4
Fiber	2	2				
Electric Construction	77	73			4	
Substation	14	14				
Apparatus Repair Shop	5	5				
CT Metering Crews	4	4				
Compliance	3	3				
Power Supply SEPA	0	0				
Power Supply Progress Energy	0	0				
Generation	26	25			1	
Total	154	148		0	6	4
<i>TOTAL</i>	645	607	0	1	37	19

*2 temporary overstaff in Customer Service

DARSWEIL L. ROGERS, COMMISSIONER
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DAVID W. TREGO, CEO/GENERAL MANAGER



FAYETTEVILLE PUBLIC WORKS COMMISSION
955 OLD WILMINGTON RD
P.O. BOX 1089
FAYETTEVILLE, NORTH CAROLINA 28302-1089
TELEPHONE (910) 483-1401
WWW.FAYPWC.COM

August 28, 2017

MEMO TO: ALL PWC EMPLOYEES

FROM: Corrie Attaway
Corrie.attaway@faypwc.com

SUBJECT: Job Vacancy

POSITION: CONSTRUCTION PLANNER/SCHEDULER

DEPARTMENT: 0620- WATER CONSTRUCTION & MAINTENANCE

HOURS: MONDAY-FRIDAY, 7:30 AM– 4:00 PM
(Overtime and On Call as needed)

GRADE LEVEL: 407 \$23.84 - \$29.80 / Hourly

QUALIFICATIONS & DUTIES: Any "regular" employee may apply to the Human Resources Department. Please log into EBS, I-Recruitment, Employee Candidate to review the job description and to apply for this position no later than 5pm, SEPTEMBER 11, 2017.

SUPERVISORS, PLEASE POST ON BULLETIN BOARD

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August 29, 2017

MEMO TO: ALL PWC EMPLOYEES

FROM: Kim Long
Kim.Long@FAYPWC.COM

SUBJECT: **Job Vacancy**

POSITION: **SENIOR CUSTOMER SERVICE REPRESENTATIVE**

DEPARTMENT: **0311- Customer Programs Call Center**

HOURS: **MONDAY-FRIDAY 8:00AM-5:00PM**
On call and overtime as required

GRADE LEVEL: **404- \$17.02-\$21.28/hour**

QUALIFICATIONS & DUTIES: Any "regular" employee may apply to the Human Resources Department. Please log into EBS, I-Recruitment, Employee Candidate to apply for this position by 5pm, **September 11, 2017.**

SUPERVISORS, PLEASE POST ON BULLETIN BOARD

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August 29, 2017

MEMO TO: ALL PWC EMPLOYEES

FROM: Kim Long
Kim.Long@FAYPWC.COM

SUBJECT: **Job Vacancy**

POSITION: **CUSTOMER PROGRAMS ANALYST**

DEPARTMENT: **0322- Utility Fields Service**

HOURS: **MONDAY-FRIDAY 7:30AM-4:30PM**
Overtime as required

GRADE LEVEL: **406- \$21.14-\$26.43/hour**

QUALIFICATIONS & DUTIES: Any "regular" employee may apply to the Human Resources Department. Please log into EBS, I-Recruitment, Employee Candidate to apply for this position by 5pm, **September 11, 2017.**

SUPERVISORS, PLEASE POST ON BULLETIN BOARD

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August 29, 2017

MEMO TO: ALL PWC EMPLOYEES

FROM: Kim Long
Kim.Long@FAYPWC.COM

SUBJECT: **Job Vacancy**

POSITION: **SENIOR CUSTOMER SERVICE REPRESENTATIVE**

DEPARTMENT: **0420- Customer Accounts Call Center**

HOURS: **MONDAY-FRIDAY 9:00AM-6:00PM**
On call and overtime as required

GRADE LEVEL: **404- \$17.02-\$21.28/hour**

QUALIFICATIONS & DUTIES: Any "regular" employee may apply to the Human Resources Department. Please log into EBS, I-Recruitment, Employee Candidate to apply for this position by 5pm, **September 11, 2017.**

SUPERVISORS, PLEASE POST ON BULLETIN BOARD

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August 30, 2017

MEMO TO: ALL PWC EMPLOYEES

FROM: Kim Long
Kim.Long@FAYPWC.COM

SUBJECT: Job Vacancy

POSITION: FINANCIAL ANALYST

DEPARTMENT: 0472- Financial Planning-Rates

HOURS: MONDAY-FRIDAY 8:00AM-5:00PM
Overtime as required

GRADE LEVEL: 407- \$23.84-\$29.80/hour

QUALIFICATIONS & DUTIES: Any "regular" employee may apply to the Human Resources Department. Please log into EBS, I-Recruitment, Employee Candidate to apply for this position by 5pm, **September 12, 2017.**

SUPERVISORS, PLEASE POST ON BULLETIN BOARD

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WWW.FAYPWC.COM

September 1, 2017

MEMO TO: ALL PWC EMPLOYEES

FROM: Kim Long
Kim.Long@FAYPWC.COM

SUBJECT: Job Vacancy

POSITION: SAFETY SPECIALIST

DEPARTMENT: 0262- Safety, Organizational Development, & Training

HOURS: MONDAY-FRIDAY 8:00AM-5:00PM
Overtime and on-call as required

GRADE LEVEL: 408- \$26.86-\$33.57/hour

QUALIFICATIONS & DUTIES: Any "regular" employee may apply to the Human Resources Department. Please log into EBS, I-Recruitment, Employee Candidate to apply for this position by 5pm, **September 15, 2017.**

SUPERVISORS, PLEASE POST ON BULLETIN BOARD

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