

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, APRIL 24, 2019  
8:30 A.M.

AGENDA

I. REGULAR BUSINESS

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

II. PRESENTATIONS

Presentation of North Carolina City & County Communicators' (NC3C) Excellence in Communications Awards

Presented by: Carolyn Justice-Hinson, Communications & Community Rel. Officer

III. CONSENT ITEMS

*(See Tab 1)*

- A. Approve Minutes of meeting of April 10, 2019
- B. Approve RSM Audit Contract And Supporting Arrangement Letter

The Finance Division Fiscal Management Section of the NC Department of State Treasurer and Local Government requires the Governing Board of each Local Government Unit approve the audit contract as defined in NCGS 159-34 prior to approval by the LGC. The auditor may not engage in audit services before approval by the LGC.

- C. Approve Water Resources Additional Five Years - CIP Planning Summary

Attached exhibit A is a summary of the water and wastewater projects and their estimated costs covering PWC's Fiscal Years 2025-2029 that will extend the current CIP to a 10-year Capital Improvement Program plan for Water Resources.

In order to comply with the informational request of the DWI, and to thus improve PWC's standing in the evaluation process under the State Revolving

Fund Program, approval of this list is needed to move PWC's loan applications through the April 30 review process.

Staff recommends that the Commission authorize that the projects listed in exhibit A, that are consistent with the analysis that was the basis for the water/wastewater rates approved by the Commission on March 13, 2019, be included as a planning addendum, without financial commitment, to the CIP Budget that was presented to the Commission on May 23, 2018 and approved on June 13, 2018 (Ordinance PWCORD2018-16).

END OF CONSENT

IV. DEMONSTRATION OF RECENTLY IMPLEMENTED ENHANCEMENTS TO CUSTOMER PORTAL (PHASE II) *(See Tab 2)*

Presented by: Susan Fritzen, Chief Corporate Services Officer

V. COMMISSIONER/LIAISON COMMENTS

VI. PRESENTATION BY GDS ASSOCIATES

GDS Associates will present to the Commission an informational presentation on the evaluation of power supply options and generation portfolios to serve PWC customers beyond the 2024 early termination period for PWC's existing Power Supply & Coordination Agreement with Duke Energy Progress.

A portion of this item will be held in closed session pursuant to North Carolina General Statute 143-318.11(1) to prevent the disclosure of information that is privileged or confidential pursuant to the laws of North Carolina or the United States. This closed session is being called under the rules set by the Commission under Resolution PWC2017-13 consistent with North Carolina General Statute 133-33 which allows for cost estimates and bidders lists associated with the letting of Public Contracts to be kept confidential.

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

A. Monthly Incident Summary – March 2019

B. Position Vacancies

C. Approved N.C. Department of Transportation Encroachment Agreement(s):

- Encr. # 18632 – install sewer main and casings @ SR 3699 (Clifton Dr.)
- Encr. #18782 – install sewer main and casings @ NC210
- Encr. # 18783 (temp) – install bypass pump piping under US401
- Encr. # 18784 – install sewer main and casing @ SR3950 (Ramsey St.) & NC24 (Rowan St.)

D. Approved Railroad Encroachment Agreement(s):

- Encr. #18630 – underground water crossing
- Encr. #18807 – underground wastewater crossing

E. Approved NCDOT Relocation Agreement(s):

- Relocation Agreement Number 18287 – Relocation of overhead and underground electrical facilities to accommodate the City of Fayetteville, NC DOT Project: B-4490/WBS Element: 33727.2FSU1
- F. Actions by City Council during the meeting of April 8, 2019, related to PWC:
  - Approved Phase 5 Annexation Utility Improvement Project – Areas 18 & 19 Resolution Declaring Costs, Ordering Preparation of Preliminary Assessment Roll, and Setting Time and Place for Public Hearing on Preliminary Assessment Roll

VIII. GENERAL MANAGER REPORT

*(See Tab 4)*

- A. Open Commission Requests

IX. ADJOURN

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PUBLIC WORKS COMMISSION  
MEETING OF WEDNESDAY, APRIL 10, 2019  
8:30 A.M.

Present: Darsweil L. Rogers, Chairman  
Evelyn O. Shaw, Vice-Chairwoman  
D. Ralph Huff, III, Secretary

Others Present: David W. Trego, CEO/General Manager  
Kathy Jensen, City Council Liaison  
Melissa Adams, Hope Mills Town Manager/Liaison  
Michael Boose, Cumberland County Liaison  
PWC Staff

Absent: Wade R. Fowler, Jr., Treasurer  
Telly Whitfield, Assistant City Manager

Media

REGULAR BUSINESS

Chairman Rogers called the meeting of Wednesday, April 10, 2019, to order.

APPROVAL OF AGENDA

Upon motion by Commission Shaw, seconded by Commissioner Huff, the agenda was unanimously approved.

PRESENTATIONS

***Public Power Award of Excellence***

***Presented by: Roy Jones, CEO, ElectriCities of NC, Inc.***

Mr. Roy Jones, CEO of ElectriCities of NC presented the Public Power Awards of Excellence to the Public Works Commission. They included:

- Workforce Development;
- Communicating the Value of Public Power;
- Grid Modernization; and
- Continuous Improvements

Mr. Jones stated we have had a rather active storm season and PWC used social media, the PWC website, and IVR to communicate with customers. He stated our 'Hurricane Preparedness' received national attention as an avenue to help citizens to properly prepare for the season. He mentioned PWC's People Making a Difference videos which show the dedication of our Public Power employees. Mr. Jones went on to quantify each award and

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PWC's excellence in each category. He stated PWC is the largest public power provider in North Carolina and a public power leader within ElectricCities and North Carolina. He was pleased to be here today to present these awards.

***APPA Reliable Public Power Provider (RP<sup>3</sup>) Award***

***Presented by: Jon Rynne, Electric Systems Chief Operating Officer***

Mr. Rynne stated the APPA Reliable Public Power Provider (RP<sup>3</sup>) Award is an award that has been in existence for a number of years. He stated FPWC has received this award for the fifth time, at the highest level (Diamond). It focuses on safety, reliability, workforce development and system improvement. He stated this APPA Award is focused on ensuring the utility is doing all the things necessary to keep the utility healthy in the areas mentioned above.

Mr. Rynne went on to state PWC received a 100% score from the APPA which is almost unprecedented. It is equally remarkable to receive this award five times in a row. He stated we are one of 254 utilities out of the 2000 APPA is comprised of to receive the RP<sup>3</sup> status and there are only approximately 50 other utilities to receive the Diamond level.

Mr. Rynne went on to recognize the team who spearheaded the award's application. They include Richard Anderson and Gail Boggs (Electric Engineering), Marc Tunstall (Electric Construction), and Ace May (Power Generation).

CONSENT ITEMS

Upon motion by Commissioner Huff and seconded by Commissioner Shaw, Consent Items were unanimously approved.

- A. Approve Minutes of meeting of March 13, 2019
- B. Approve to Set the Public Hearing for the FY2020 Budget for May 22, 2019
- C. Approve bid recommendation to award contract for the Prefabricated Relay Control Houses for two (2) Substations: College Lakes and Hogan Street to PEMCO Corporation dba AMR Pemco, Bluefield, VA, the lowest responsive, responsible bidder in the total amount of \$220,916.00 and forward to City Council for approval.

This project is for furnishings and delivery of all materials and equipment (except materials and equipment specified to be furnished by the Owner) complete and conforming to the technical specifications for a Prefabricated Relay Control House for two (2) Substations: College Lakes and Hogan Street.

The Prefabricated Relay Control Houses for two (2) Substations: College Lakes and Hogan Street has sufficient funding in EL-32 T/D Substation Control Building Replacement (CPR10000364).

Bids were received on March 14, 2019, as follows:

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Bidders

	<u>Total Cost</u>
PEMCO Corporation dba AMR Pemco, Bluefield, VA	\$220,916.00
VFP, Inc., Roanoke, VA	\$337,844.00
Modular Connections, LLC, Bessemer, AL	\$342,898.00

COMMENTS: Notice of this bid was advertised through our normal channels on March 1, 2019, with a bid opening date of March 14, 2019. No addendums were issued for this project. The bid received from AMR Pemco was the lowest responsive, responsible bid. The project shall be delivered to the sites by June 26 and June 27, 2019, respectively. The award is recommended to AMR Pemco. **SDBE/Local Participation:** This bidder intends to perform 100% of the work.

D. Approve Telecommuting Policy

It shall be the policy of the Public Works Commission (PWC) that each employee reports to work at the appropriate PWC physical premises in accordance with the Attendance Policy unless the employee satisfies the requirements of this Telecommuting Policy and both PWC and the employee enter into a written Telecommuting Agreement.

E. Approve Resolution PWC2019.03 – Adopting the General Records and Retention and Disposition Schedule and Establishing an Internal Policy Setting Minimum Retention Period for Records to be Destroyed when Reference Value Ends

Comments: PWC staff has determined that the General Records Retention and Disposition Schedule published by the Department of Natural and Cultural Resources (DNCR), the Division of Archives and Records (DAR) is appropriate for general records retention and should be adopted along with an internal policy that the minimum retention period for records subject in the General Records Retention and Disposition Schedule to the disposition instruction “destroy when reference value ends” be one (1) year, except as otherwise provided by the written directive of the General Manager issued on a case-by-case basis.

END OF CONSENT

CONSERVATION PROGRAM UPDATE

Presented by: Mark Brown, Senior Customer Programs Officer  
Kathy C. Miller, Marketing Manager

Mark Brown, Senior Customer Programs Officer introduced Kathy Miller, Marketing Manager. Ms. Miller stated for many years PWC has focused on conservation with our customers and have promoted it. In 2015 PWC began introducing residential incentive programs, encouraging customers to purchase energy efficient products. She stated this program has been received well.

Ms. Miller stated with the advent of the TOU Rate and the CP Rate, they were tasked by Mr. Trego to review our programs to see how we can revise and add to them to support those customers so they can manage their energy consumption during our peak demand periods.

Ms. Miller enumerated and discussed the metrics of the following programs.

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- ▶ High Efficiency Toilet – up to \$75.00 (rebate) per toilet for up to three toilets
- ▶ Rain Sensor – up to \$50 rebate for a rain sensor. Also available to non-residential customers
  
- ▶ Appliance Programs\* - washer/dryer/dishwasher - \$30 rebate; refrigerator - \$50 rebate
  
- ▶ LED Lights and Holiday Lights\* - up to \$100 rebate for LED Lights and \$8 per 100 light string of Holiday Lights.
  
- ▶ HVAC Replacement – This program has been revised to reflect a tiered approach based on the compressor - \$250 to \$400 (rebate)
  
- ▶ Ductwork Replacement – This program has been revised. Replacement of ductwork over 15 years old - \$200 (rebate)
  
- ▶ Insulation Improvements – This program has been revised: replacement of R19 to R38 in the attic provides a rebate of \$125.00; replacement of R13 to R19 in the crawl space also provides a rebate of \$125.00
  
- ▶ Home Efficiency Audit – Revised\*
  - ▶ **Complimentary Walk-Through Audit** (takes 1 ½ to 3 hours)
    - ✓ Utility Bill Review and TOU Education
    - ✓ Assessment of Thermostat Controls
    - ✓ Attic and Crawl Space Inspection
    - ✓ Assessment of Appliances
    - ✓ Thermographic Scan
    - ✓ Recommendations
  - ▶ **Comprehensive Audit \$40 – Additional value**
    - ✓ Hourly Interval Data
    - ✓ Customized Efficiency Report
    - ✓ Energy Efficiency Kit
  
- ▶ Peak Savings Pilot – Newly introduced demand response program. We engage with the thermostats during peak hours.
  - ✓ Available to electric customers in good-standing
  - ✓ Limited to 90 ecobee thermostats (currently 56 either installed or scheduled to be installed)
  - ✓ Free installation, home efficiency audit, and home efficiency kit
  - ✓ Control event will be 1-3 hours
  - ✓ No more than 6 control events per month
  - ✓ HVAC units will be cycled off 10 ½ minutes every half-hour or thermostat temperature will be offset
  - ✓ Monthly participation bill credit is \$3.00
  - ✓ 12-month commitment
  - ▶ Peak Savings Evaluation
    - ✓ Reliably reduces load during the CP hour
    - ✓ Program cost is offset by the cost of avoided peak generation over time
  - ▶ Customer Added Value
    - ✓ TOU response

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- ✓ Device reporting – maintenance, average temperature settings away and home, run-time comparison
  - ✓ Remote scheduling
- ▶ Thermostat – Bring your own thermostat program (ENERGY STAR ® Certified Thermostat) \$80 credit, up to 2 per household. Also available to small power non-residential customers. Renters must have home-owner approval.

## LPS Coincident Peak Preparations

- ▶ **All-inclusive Discussions**
  - April 2018 – Key Account Lunch & Learn
    - Introduced Coincident Peak Rate, SPS & MPS rate changes
    - Advised representatives to utilize time to prepare
    - Presented NCCETC as partner/resource for audits, assistance
  - February 2019 – CPS Business Breakfast
    - Emphasis on customer action to control electric usage and costs
    - 3<sup>rd</sup> Party partners and resources took center stage
- ▶ **Customer Reaction**
  - Power Secure site visits
  - Pulse Connex interest (PWC Rebate)
  - Positive “ownership” of electric usage and cost

The Commission and staff discussed the above programs and the potential customer savings.

## GENERAL MANAGER REPORT

### *APPA Rodeo*

Mr. Trego stated PWC participated in the APPA Rodeo in Denver, CO on March 29-30. He stated the weather conditions were quite cold and snowy. He presented several pictures of the linemen who participated in the competition. Mr. Trego stated though we did not win the competition, our linemen finished 8<sup>th</sup>, 34<sup>th</sup> and 122<sup>nd</sup>. Mr. Trego stated this is a learning experience for the linemen and they appreciate the opportunity to go to the events. He stated we were very proud of their efforts.

Apprentices - Nick Graham, Cameron Phipps, and Matthew McCloud  
Journeyman - Jeremy Hatem, Tyler Brayboy, and Steve Rivers  
Coach: Chris Johnson

### *Power Supply Options Update*

Mr. Trego stated GDS will make a presentation to the Commission on April 24<sup>th</sup> regarding power supply options.

### *Budget*



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Staff will present the proposed Operating and Capital budgets on May 8<sup>th</sup>. Mr. Trego stated based on the Commission's preference, staff will present both in one day and lunch will be served.

The Public Hearing will be held on May 22<sup>nd</sup> and on June 5<sup>th</sup> the Commission will vote on the proposed budget.

### ***Corporate Development – Major Projects***

Mr. Trego stated the Corporate Development Department has developed a major projects update which is available to all employees. This is called 'PMO Update'. The Project Management Office works with a variety of projects that impact employees across all divisions. This publication is just one way they will be communicating more information about projects. Mr. Trego distributed a copy of the publication to the Commissioners.

### ***NCAMES Rodeo***

The NCAMES Rodeo will be held on May 16<sup>th</sup> in the Military Business Park. The conference will be held at the Embassy Suites. We have requested the Mayor to be present to open the event. Mr. Trego stated we have changed it up to have a local flavor to the event. We will have local food trucks and vendors there to promote Fayetteville. Ms. Justice-Hinson stated the Army Golden Knights will be jumping in during the opening ceremony. Discussion ensued.

### ***CityView Magazine / TOU Rates***

Mr. Trego will be a speaker at the CityView Magazine's Breakfast on May 30<sup>th</sup>. He stated he will speak on the value of public power and the TOU Rates. Mr. Trego stated multiple officers have gone out into the community to speak on TOU Rates. There will be approximately 25 such engagements by May 1<sup>st</sup>. It has been a team effort in communicating the rate change to the customers. He also stated we are on schedule to have the portal updated on May 15<sup>th</sup> which will give customers added tools relating to TOU Rates. Discussion ensued.

## COMMISSIONER/LIAISON COMMENTS

***Council Member Jenson*** stated she was very impressed with the Conservation Program Update.

***Commissioner Shaw*** asked if there will be a class in session at FTCC during the May 16<sup>th</sup> NCAMES event. Ms. Justice-Hinson stated FTCC will not be in session during the Rodeo, but we are reaching out to them as well as to Cumberland County Schools to have some students there.

***Commissioner Huff*** thanked the Commissioners and Senior Staff for the plant which was sent for his mother's funeral.

REPORTS AND INFORMATION

The Commission acknowledges receipt of the following reports and information.

- A. Recap of Uncollectible Accounts – February 2019
- B. Monthly Incident Summary – February 2019
- C. Personnel Report - March 2019
- D. Position Vacancies
- E. Approved N.C. Department of Transportation Encroachment Agreement(s):
  - Encl. #18802 – install. of 2-8” RJDIP, and 1-4” RJDIP sanitary sewer mains on SR1104 and SR1107 (Fisher Road)
  - Encl. #18642 – install. of 16”DI & RJDI water main, 6” RJDI fire line, 6” RJDI for fire hydrant, & 6” PVC sewer lateral @ NC HWY53/210
  - Encl. #18796 – install. of 4” RJDI fire line, 2” SDR-21 water lateral, 4” SDR-26 sewer lateral & 6” SDR26 sewer lateral @ SR1404 (Morganton Rd & SR3578 (Ft. Bragg Rd)
  - Encl. #18803 – install of temporary 8” HDPE sewer bypass main @ US401 (Pamalee Dr.)
  - Encl. #18805 – install of 24” RJDIP sewer force main on SR1713 (Carvers Fall Road)
  - Incr. #18781 – install of 8” water main and 2” SDR-21 PVC and water services on SR1400 (Cliffdale Road).
- F. Approved NCDOT Relocation Agreement(s):
  - PWC Relocation Agreement No. 18284R1 – Relocation of PWC 69kV Electric Transmission, 25 kV Electric Distribution and relocation of PWC Fiber Optic Facilities along the project (US401 from West of Hampton Oaks Drive to East of Fairway Drive); NCDOT WBS Element # 39049.2.6; TIP No. U-4405A,B,C
- G. Actions by City Council during the meeting of March 18, 2019, related to PWC:
  - Convened a Public Hearing Regarding Phase 5 Annexation Utility Improvements Project – Areas 22 and 23 Preliminary Assessment Resolution. Item presented by Mark Brown, PWC Senior Customer Programs Officer.
- H. Actions by City Council during the meeting of March 25, 2019, related to PWC:
  - Approved Bid Recommendation – Scotsdale Water Main Replacement

ADJOURNMENT

There being no further business, upon motion by Commissioner Shaw, seconded by Commissioner Huff, and unanimously approved, the meeting was adjourned at 9:43 a.m.



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April 16, 2019

MEMO TO: David Trego, CEO/General Manager

MEMO FROM: Rhonda Haskins, CPA, Chief Financial Officer

SUBJECT: Audit Contract Approval

Attached is the audit contract and supporting arrangement letter for Commission approval at the April 24<sup>th</sup> meeting. The Finance Division Fiscal Management Section of the NC Department of State Treasurer and Local Government requires the Governing Board of each Local Government Unit approve the audit contract as defined in NCGS 159-34 prior to approval by the LGC. The auditor may not engage in audit services before approval by the LGC.

Staff recommends that the Commission approve the attached audit contract and supporting arrangement letter.



April 5, 2019

RSM US LLP

Darsweil Rogers, Chairman  
David W. Trego, Chief Executive Officer  
Rhonda Haskins, CPA, Chief Financial Officer  
Fayetteville Public Works Commission  
Fayetteville, North Carolina

### **The Objective and Scope of the Audit of the Financial Statements**

You have requested that we audit the financial statements of Fayetteville Public Works Commission (the "Commission") which comprise business-type activities, each major fund, and aggregate remaining fund information as of and for the year ended June 30, 2019 which collectively comprise the basic financial statements. We are pleased to confirm our acceptance subject to our final RSM firm acceptance procedures, and our understanding of this audit engagement by means of this letter.

Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

### **The Responsibilities of the Auditor**

We will conduct the audit in accordance with auditing standards generally accepted in the United States of America (GAAS), Government Auditing Standards" issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS. Also, an audit is not designed to detect errors or fraud that are immaterial to the financial statements. The determination of abuse is subjective; therefore, Government Auditing Standards do not expect us to provide reasonable assurance of detecting abuse.

In making our risk assessments, we consider internal control relevant to the Commission's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will also communicate to the Commission (a) any fraud involving senior management and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements that becomes known by us during the audit, and (b) any instances of noncompliance with laws and regulations that becomes known to us during the audit (unless they are clearly inconsequential).

**THE POWER OF BEING UNDERSTOOD**  
AUDIT | TAX | CONSULTING

The funds and account groups that you have told us are maintained by the Commission and that are to be included as part of our audit are listed here.

- Enterprise funds
- Capital Project Funds

You have informed us that Fayetteville Public Works Commission is a component unit of the City of Fayetteville.

The federal and state financial assistance programs that you have told us that the Commission participates in and that are to be included as part of the single audit of the City of Fayetteville are consistent with those listed in the prior year's audit report.

Our reports on internal control will include any significant deficiencies and material weaknesses in controls of which we become aware as a result of obtaining an understanding of internal control and performing tests of internal control consistent with requirements of the standards and circular identified above. Our reports on compliance will address material errors, fraud, abuse, violations of compliance requirements, and other responsibilities imposed by state and federal statutes and regulations and assumed by contracts; and any state or federal grant, entitlement, or loan program questioned costs of which we become aware, consistent with requirements of the standards and circulars identified above.

#### **The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework**

Our audit will be conducted on the basis that management and those charged with governance acknowledge and understand that they have responsibility:

- For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
- To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not evaluate subsequent events earlier than the date of the management representation letter referred to below;
- For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
- For establishing and maintaining effective internal control over financial reporting and for informing us of all significant deficiencies and material weaknesses in the design or operation of such controls of which it has knowledge;
- For (a) making us aware of significant vendor relationships where the vendor is responsible for program compliance, (b) following up and taking corrective action on audit findings, including the preparation of a summary schedule of prior audit findings, and a corrective action plan, and (c) report distribution including submitting the reporting packages; and
- To provide us with:
  - a. Access to all information which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters;
  - b. Additional information that we may request from management for the purpose of the audit;
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence;
  - d. When applicable, a summary schedule of prior audit findings for inclusion in the single audit reporting package; and
  - e. If applicable, responses to any findings reported on the schedule of findings and questioned costs.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit including among other things:

- That management has fulfilled its responsibilities as set out in the terms of this letter; and
- That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Management is responsible for identifying and ensuring that the Commission complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implement of programs and controls to prevent and detect fraud or abuse, and for informing us about all known or suspected fraud or abuse affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud or abuse could have a material effect on the financial statements or compliance. Management is also responsible for informing us of its knowledge or any allegations of fraud or abuse or suspected fraud or abuse affecting the entity received in communications from employees, former employees, analysts, regulators, short sellers, or others.

Management is responsible for the preparation of the supplementary information in accordance with accounting principles generally accepted in the United States of America. Management agrees to include the auditor's report on the supplementary information in any document that contains supplementary information. Management also agrees to present the supplementary information with the audited financial statements, or, if the supplementary information will not be presented with audited financial statements, to make the audited financial statements readily available to the internal users of the supplementary information no later than the date of issuance of the supplementary information and the auditor's report thereon.

The Commission is responsible for informing us of its views about the risks of fraud within the Commission, and its knowledge of any fraud or suspected fraud affecting the Commission.

Fayetteville Public Works Commission agrees that it will not associate us with any public or private securities offering without first obtaining our consent. Therefore, the Commission agrees to contact us before it includes our reports or otherwise makes reference to us, in any public or private securities offering. Our association with an official statement is a matter for which separate arrangements will be necessary. The Commission agrees to provide us with printer's proofs or masters of such offering documents for our review and approval before printing, and with a copy of the final reproduced material for our approval before it is distributed. In the event our auditor/client relationship has been terminated when the Commission seeks such consent, we will be under no obligation to grant such consent or approval.

#### **Fayetteville Public Works Commission's Records and Assistance**

If circumstances arise relating to the conditions of your records, the availability of sufficient, competent evidential matter, or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting, misappropriation of assets, or noncompliance which in our professional judgment prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawal from the engagement.

During the course of our engagement, we may accumulate records containing data which should be reflected in the Commission's books and records. The Commission will determine that all such data, if necessary, will be so reflected. Accordingly, the Commission will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by organization personnel, including the preparation of schedules and analyses of accounts has been discussed and coordinated with Brenda Brown, Controller. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

## **Other Relevant Information**

From time to time and depending upon the circumstances, we may use third-party service providers to assist us in providing professional services to you. In such circumstances, it may be necessary for us to disclose confidential client information to them. We enter into confidentiality agreements with all third-party service providers and we are satisfied that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others.

In accordance with *Government Auditing Standards*, a copy of our most recent peer review report and applicable letter of comment is enclosed, for your information.

## **Fees, Costs and Access to Audit Documentation**

Our fees for the audit and accounting services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Our fee for the services described in this letter will not exceed \$35,000. Our fee and completion of our work is based upon the following criteria:

- a. Anticipated cooperation from Commission personnel
- b. Timely responses to our inquiries
- c. Timely and accurate completion and delivery of the standard PBC (prepared by client) work papers requested each year that support the amounts, balances, and disclosures in the financial statements and schedule of expenditures of federal and state awards.
- d. Timely communication of all significant accounting and financial reporting matters
- e. The assumption that unexpected circumstances will not be encountered during the engagement

If any of the aforementioned criteria are not met, then fees may increase, however we would discuss this with you before proceeding with any additional required work. We will submit billings accordingly. Interim billings will be submitted as work progresses and as expenses are incurred. Billings are due upon submission.

Our professional standards require that we perform certain additional procedures, on current and previous years' engagements, whenever a partner or professional employee leaves the firm and is subsequently employed by or associated with a client. Accordingly, Fayetteville Public Works Commission agrees it will compensate RSM US LLP for any additional costs incurred as a result of the employment of a partner or professional employee of RSM US LLP.

In the event we are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagements for Fayetteville Public Works Commission, we will give written notice to Fayetteville Public Works Commission prior to doing so and as expeditiously as possible. If the costs of such production or service as witnesses are excessive or unreasonable, we reserve the right to apply to Fayetteville Public Works Commission for reimbursement after giving Fayetteville Public Works Commission prior written notice of such activities and costs, and Fayetteville Public Works Commission agrees to evaluate any such reimbursement applications in good faith; provided, however, RSM acknowledges that Fayetteville Public Works Commission is a public authority subject to Chapter 159 of the North Carolina General Statutes, and therefore any reimbursement shall be dependent upon Fayetteville Public Works Commission appropriating funds therefor at its discretion. In the event we are requested by Fayetteville Public Works Commission to produce our documents or our personnel as expert witnesses with respect to our engagements for Fayetteville Public Works Commission, we will negotiate in good faith the terms of our reimbursement arrangements.

The documentation for this engagement is the property of RSM US LLP. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit

staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request; and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency. Access to requested documentation will be provided under the supervision of RSM US LLP audit personnel and at a location designated by our Firm.

You have informed us that you intend to prepare a comprehensive annual financial report (CAFR) and submit it for evaluation by the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting Program. Our participation in the preparation of the CAFR is to consist of having the report reviewed by a person who has also performed reviews for the GFOA Certificate Program and have him involved in the resolution of any accounting or reporting issues that arise from the engagement.

### **Information Security – Miscellaneous Terms**

RSM US LLP is committed to the safe and confidential treatment of the Commission's proprietary information. RSM US LLP is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. The Commission agrees that it will not provide RSM US LLP with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of the Commission's information, including the use of collaborate sites to ensure the safe transfer of data between the parties. RSM US LLP agrees to not release information that is not subject to disclosure as a public record pursuant to NC General Statutes Chapter 132.

RSM US LLP may terminate this relationship immediately in its sole discretion if RSM US LLP determines that continued performance would result in a violation of law, regulatory requirements, applicable professional standards or RSM US LLP's client acceptance or retention standards, or if the Commission is placed on a verified sanctioned entity list or if any director or executive of, or other person closely associated with, the Commission or its affiliates is placed on a verified sanctioned person list, in each case, including but not limited to lists promulgated by the Office of Foreign Assets Control of the U.S. Department of the Treasury, the U.S. State Department, the United Nations Security Council, the European Union or any other relevant sanctioning authority.

If any term or provision of this arrangement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

### **Reporting**

We will issue a written report upon completion of our audit of the Fayetteville Public Works Commission's financial statements. Our report will be addressed to the Commission of Fayetteville Public Works Commission. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph, or withdraw from the engagement.

In addition to our reports on the Commission's financial statements, we will also issue the following reports or types of reports:

A report on the fairness of the presentation of the Commission's schedule of expenditures of federal and State awards for the year ending June 30, 2019.

Reports on internal control related to the financial statements. These reports will describe the scope of testing of internal control and the results of our tests of internal controls.

A schedule of findings if applicable.



This letter and contract constitutes the complete and exclusive statement of agreement between RSM US LLP and Fayetteville Public Works Commission, superseding all proposals oral or written and all other communication, with respect to the terms of the engagement between the parties. If any term or provision of this Agreement is determined to be invalid or unenforceable, such term or provision will be deemed stricken, and all other terms and provisions will remain in full force and effect.

**Electronic Signatures and Counterparts**

Each party hereto agrees that any electronic signature of a party to this agreement or any electronic signature to a document contemplated hereby (including any representation letter) is intended to authenticate such writing and shall be as valid, and have the same force and effect, as a manual signature. Any such electronically signed document shall be deemed (i) to be "written" or "in writing," (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. Each party hereto also agrees that electronic delivery of a signature to any such document (via email or otherwise) shall be as effective as manual delivery of a manual signature. For purposes hereof, "electronic signature" includes, but is not limited to, (i) a scanned copy (as a "pdf" (portable document format) or other replicating image) of a manual ink signature, (ii) an electronic copy of a traditional signature affixed to a document, (iii) a signature incorporated into a document utilizing touchscreen capabilities or (iv) a digital signature. This agreement may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement. Paper copies or "printouts," of such documents if introduced as evidence in any judicial, arbitral, mediation or administrative proceeding, will be admissible as between the parties to the same extent and under the same conditions as other original business records created and maintained in documentary form. Neither party shall contest the admissibility of true and accurate copies of electronically signed documents on the basis of the best evidence rule or as not satisfying the business records exception to the hearsay rule.

If this letter defines the arrangements as the Commission understands them, please sign and date the enclosed copy, and return it to us.

RSM US LLP



Robert E Bittner III, CPA, MBA  
Senior Manager

Confirmed on behalf of the Fayetteville Public Works Commission

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Darsweil Rogers, Chairman

---

David W. Trego, Chief Executive Officer

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Rhonda Haskins, CPA, Chief Financial Officer

## System Review Report

To the Partners of  
RSM US LLP  
and the National Peer Review Committee  
of the American Institute of Certified  
Public Accountants Peer Review Board

We have reviewed the system of quality control for the accounting and auditing practice of RSM US LLP (the "firm") applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*, audits of employee benefit plans, audits performed under FDICIA, and audits of carrying broker-dealers, and examinations of service organizations [Service Organizations Control (SOC) 1 and 2 engagements].

In our opinion, the system of quality control for the accounting and auditing practice of RSM US LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. RSM US LLP has received a peer review rating of *pass*.

*BKD, LLP*

December 2, 2016



**Peer Review Program**  
Administered by the National Peer Review Committee

American Institute of CPAs  
220 Leigh Farm Road  
Durham, NC 27707-8110

December 8, 2016

Joseph Michael Adams  
RSM US LLP  
1 S Wacker Dr Ste 800  
Chicago, IL 60606

Dear Mr. Adams:

It is my pleasure to notify you that on December 8, 2016 the National Peer Review Committee accepted the report on the most recent system peer review of your firm. The due date for your next review is October 31, 2019. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Sincerely,

Michael Fawley  
Chair—National PRC  
nprc@aicpa.org 919 4024502

cc: Gary W Schafer; John Mark Edwardson

Firm Number: 10046712

Review Number 451038

Letter ID: 1131947A

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April 15, 2019

**MEMO TO:** David Trego, CEO/General Manager  
**FROM:** Rhonda Haskins, Chief Financial Officer  
**SUBJECT:** Water Resources Additional Five Years - CIP Planning Summary

For Commission action at the April 24<sup>th</sup> meeting, attached exhibit A is a summary of the water and wastewater projects and their estimated costs covering PWC's Fiscal Years 2025-2029 that will extend the current CIP to a 10-year Capital Improvement Program plan for Water Resources.

As part of the NC Division of Water Infrastructure (DWI) evaluation process for projects requesting loan funding through the State Revolving Fund Program, DWI is now requesting that applicants provide a 10-year Capital Improvement Program (CIP) plan for water/wastewater projects. Currently, and consistent with the Budget and Fiscal Control Act (and specifically 159-13 (a)), the Commission only approves current year's expenditures in the Budget Ordinance. However, as part of the budget presentation and discussion with the Commission, staff does include a 5-year CIP plan, but does not currently include a 10-year plan. Based upon the Commission approved Strategic Plan, however, we do include a 10-year projection of expenditures, including CIP items and projected funding, within the water/wastewater rate analysis presented to the Commissioners as part of their Charter designated responsibilities in approving water/wastewater rates.

In order to comply with the informational request of the DWI, and to thus improve PWC's standing in the evaluation process under the State Revolving Fund Program, approval of this list is needed to move PWC's loan applications through the April 30 review process.

Staff recommends that the Commissioners authorize that the projects listed in exhibit A, that are consistent with the analysis that was the basis for the water/wastewater rates approved by the Commission on March 13, 2019, be included as a planning addendum, without financial commitment, to the CIP Budget that was presented to the Commission on May 23, 2018 and approved on June 13, 2018 (Ordinance PWCORD2018-16).

<b>2025-2029 Project Listing:</b>	<b>Amount:</b>
Utility Relocations associated with NCDOT projects	\$96,500,000
Water Main Rehab	\$68,750,000
Sewer Main Rehab	\$72,500,000
Large Diameter Sewer Rehab	\$14,700,000
Manhole Rehabilitation	\$13,500,000
Old Wilmington Road Sewer Upgrades	\$3,500,000
PO Hoffer WTF Capacity Expansion Phase 2	\$35,675,000
PO Hoffer WTF Capacity Expansion Phase 3	\$10,972,000
Lift Station Rehab	\$3,000,000
Phase V Annexation – Water	\$2,273,358
Phase V Annexation – Sewer	\$14,994,647
NCDOT Project U-4414, All American Freeway Widening – Water	\$3,750,000
NCDOT Project U-4414, All American Freeway Widening – Sewer	\$2,045,000
NCDOT Project U-6072B, Rockfish Road from Camden to Golfview – Water	\$1,920,000
NCDOT Project U-6072B, Rockfish Road from Camden to Golfview – Sewer	\$300,000
<b>Out-Years Total:</b>	<b>\$344,380,006</b>



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April 12, 2019

**MEMO TO: David W. Trego, CEO/General Manager**

A handwritten signature in black ink that reads 'Susan Fritzen'.

**FROM:** Susan Fritzen, Chief Corporate Services Officer

**SUBJECT:** Agenda Item for April 24, 2019 Commission Meeting

I would like to request an item be placed on the agenda for the April 24, 2019 meeting for a demonstration of the recently implemented enhancements (Phase 2) to the customer portal.

This will specifically detail the enhancements put in place for the purpose of educating customers on Time of Use rates.

## PWC Injuries, Equipment & Vehicle Incidents Mar 2019 Update

2019 Personal Injuries					
Division	Chief Officer	Numbers		Expenses	
		This Month	YTD	This Month	YTD
Management	Trego	0	0	\$0.00	\$0.00
C & CR	Hinson	0	0	\$0.00	\$0.00
Human Resources	Russell	0	0	\$0.00	\$0.00
Customer Programs	Brown	0	0	\$0.00	\$0.00
Corporate Services	Fritzen	0	0	\$0.00	\$0.00
Financial	Haskins	1	1	\$0.00	\$0.00
Water Resources	Noland	1	2	\$0.00	\$0.00
Electric Systems	Rynne	1	1	\$0.00	\$0.00
	<b>Totals</b>	3	4	\$0.00	\$0.00

FY 2018-2019 Vehicle/Equipment Damage					
Division	Chief Officer	Numbers		Expenses	
		This Month	YTD	This Month	YTD
Management	Trego	0	0	\$0.00	\$0.00
C & CR	Hinson	0	0	\$0.00	\$0.00
Human Resources	Russell	0	0	\$0.00	\$0.00
Customer Programs	Brown	0	5	\$0.00	\$861.51
Corporate Services	Fritzen	1	4	\$0.00	\$0.00
Financial	Haskins	0	1	\$0.00	\$624.96
Water Resources	Noland	4	30	\$0.00	\$17,772.27
Electric Systems	Rynne	1	14	\$1,052.77	\$10,972.46
	<b>Totals</b>	6	54	\$0.00	\$30,231.20



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April 4, 2019

PWC has the following Summer Internship opportunities for full time college students. Interested candidates can submit a PWC employment application, resume, and an official college transcript to the Human Resources Department by May 1, 2019.

**The following intern positions are available:**

Information Systems/Information Technology  
Accounting/Internal Audit  
Legal Risk-Environmental Compliance Specialist  
W/R Watershed-Environmental Technician  
W/R Laboratory Technician  
E/S Engineering-Engineer  
Power Plant Maintenance Technician  
Substation-SCADA Technician  
Customer Programs-Project Analyst  
Customer Programs/Customer Programs Analyst  
Safety  
Project Management

**Eligibility Requirements:**

Applicant must be currently enrolled as a full-time college student  
Applicant is required to submit a transcript indicating his/her field of study.  
Applicant must have three (3) years driving experience (if required to drive PWC vehicles).  
Applicant is eligible to be hired in a job related to his/her field of study.  
(i.e., the student should not be hired as clerical person for the summer unless that is his/her field of study).

**Pay Scale:**

1st Year of College completed \$11.00  
2nd Year of College completed \$12.00  
3rd Year of College completed \$13.00

**Length of Employment:**

90 days from date of hire

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April 5, 2019

**MEMO TO:** ALL PWC EMPLOYEES

**FROM:** Brittany Sisco  
Brittany.Sisco@faypwc.com

**SUBJECT:** Job Vacancy

**POSITION:** IS SYSTEMS ADMINISTRATOR

**DEPARTMENT:** Telecommunications

**HOURS:** MONDAY- FRIDAY 8:00AM-5:00PM

**GRADE LEVEL:** 413X \$73,306- \$91,632/Salary

**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 no later than 5pm, April 19<sup>th</sup>, 2019.

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April 8, 2019

**MEMO TO:** ALL PWC EMPLOYEES

**FROM:** Brittany Sisco  
Brittany.Sisco@faypwc.com

**SUBJECT:** Job Vacancy

**POSITION:** W/R TREATMENT PLANT OPERATOR  
(Functional Employment Testing Required)

**DEPARTMENT:** Cross Creek Water Reclamation Facility

**HOURS:** 12 HOUR ROTATING NIGHT SHIFTS 7:00PM-7:00AM

**GRADE LEVEL:** 405 \$19.39- \$24.24 /Hourly

**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 no later than 5pm, April 22<sup>nd</sup>, 2019.

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April 9, 2019

**MEMO TO:** ALL PWC EMPLOYEES

**FROM:** Brittany Sisco  
Brittany.Sisco@faypwc.com

**SUBJECT:** Job Vacancy

**POSITION:** ADMINISTRATIVE ASSISTANT I

**DEPARTMENT:** Water Resources Construction

**HOURS:** MONDAY- FRIDAY 7:30AM- 4:00PM

**GRADE LEVEL:** 402 \$14.22- \$17.78 /Hourly

**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 no later than 5pm, April 23<sup>rd</sup>, 2019.

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April 9, 2019

**MEMO TO:** ALL PWC EMPLOYEES

**FROM:** Brittany Sisco  
Brittany.Sisco@faypwc.com

**SUBJECT:** Job Vacancy

**POSITION:** W/R SENIOR UTILITY WORKER  
(Functional Employment Testing Required)

**DEPARTMENT:** Water Resources Construction

**HOURS:** MONDAY- FRIDAY 7:30AM-4:00PM  
(Overtime and On Call as Required)

**GRADE LEVEL:** 405 \$19.39- \$24.24 /Hourly

**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 no later than 5pm, April 23<sup>rd</sup>, 2019.

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April 11, 2019

MEMO TO: ALL PWC EMPLOYEES

FROM: Rhonda Fokes  
[rhonda.fokes@faypwc.com](mailto:rhonda.fokes@faypwc.com)

SUBJECT: Job Vacancy

POSITION: Customer Service Representative

DEPARTMENT: 0420 –Customer Accounts Call Center

HOURS: Monday – Friday 11am – 8pm  
Extended hours as required

GRADE LEVEL: 403 \$15.64 - \$19.55/Hourly

Qualifications & Duties: Any “regular” employee may apply to the Human Resources Department by logging into EBS/I-Recruitment/Employee Candidate to apply for this position by 5pm April 26, 2019.

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**April 12, 2019**

**MEMO TO:** ALL PWC EMPLOYEES

**FROM:** Brittany Sisco  
Brittany.Sisco@faypwc.com

**SUBJECT:** Job Vacancy

**POSITION:** WORK ORDER CLERK

**DEPARTMENT:** Water Resources Engineering

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

**GRADE LEVEL:** 404 \$17.36- \$21.71/Hourly

**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 no later than 5pm, April 26<sup>th</sup>, 2019.

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April 12, 2019

MEMO TO: ALL PWC EMPLOYEES

FROM: Rhonda Fokes  
[rhonda.fokes@faypwc.com](mailto:rhonda.fokes@faypwc.com)

SUBJECT: Job Vacancy

POSITION: Administrative Assistant II

DEPARTMENT: 0311 – Customer Programs

HOURS: Monday – Friday 8am – 5pm  
*Overtime as required*

GRADE LEVEL: 403 \$15.64 - \$19.55/Hourly

Qualifications & Duties: Any “regular” employee may apply to the Human Resources Department by logging into EBS/I-Recruitment/Employee Candidate to apply for this position by 5pm April 26, 2019.

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April 17, 2019

**MEMO TO:** ALL PWC EMPLOYEES

**FROM:** Adrian Clarke  
Adrian.Clarke@faypwc.com

**SUBJECT:** Job Vacancy

**POSITION:** GIS ADMINISTRATOR

**DEPARTMENT:** Information Systems

**HOURS:** MONDAY-FRIDAY 8AM TO 5PM

**GRADE LEVEL:** 413 - \$67,876.09 TO \$87,845.12

**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 no later than 5pm, May 1st, 2019.

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**April 17, 2019**

**MEMO TO:** ALL PWC EMPLOYEES

**FROM:** Brittany Sisco  
Brittany.Sisco@faypwc.com

**SUBJECT:** Job Vacancy

**POSITION:** W/R DISTRIBUTION SYSTEMS TECH.  
(Functional Employment Testing Required)

**DEPARTMENT:** Water Resources Construction

**HOURS:** MONDAY-FRIDAY 7:30AM- 4:00PM  
(On call and overtime as required)

**GRADE LEVEL:** 406 \$21.56- \$26.96 /Hourly

**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 no later than 5pm, May 1<sup>st</sup>, 2019.

**SUPERVISORS, PLEASE POST ON BULLETIN BOARD**

**BUILDING COMMUNITY CONNECTIONS SINCE 1905**

**AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

# Open Commission Requests

As of 4/24/19

<u>Commission Meeting Date</u>	<u>Presentation/Discussion Item</u>	<u>Presenter (Staff)</u>
<b>To be Determined</b>	Discuss Employees' Compensation Policy outside the Max Payscale Requested by: Commissioner Rogers/Lallier – 7/27/16	D. Trego B. Russell
<b>To be Determined</b>	Presentation on Customer Segmentation Relative to Smart Grid. Requested by: Commissioner Rogers – 2/24/16	M. Brown
<b>To be Determined</b>	Develop criteria for determining successful design-build projects, including evaluating the completed projects against expectations. Requested by: Commissioner Rogers 11-3-17 (via email)	
<b>COMPLETED (VIA EMAIL) February 27, 2019</b>	Research how PWC compares to Greensboro and Winston Salem regarding water/wastewater rates and fees. Requested by: Commission – 2-27-19	D. Trego
<b>COMPLETED City Selected New Vendor</b>	Review of Fleet Management Services Agreement Updated: 1/20/17	S. Fritzen
<b>COMPLETED November 14, 2018</b>	Update on the Community Solar Project Requested by: Commissioner Rogers 10-24-18	J. Rynne M. Brown
<b>COMPLETED (VIA EMAIL) 11/7/18</b>	Provide sub-report to the Analysis of Local Procurement Spending in FY2018 Requested by: Commissioner Shaw – 10-24-18	D. Trego

**PREVIOUSLY CLOSED COMMISSION REQUESTS HAVE BEEN ARCHIVED**