



PUBLIC WORKS COMMISSION
MEETING OF WEDNESDAY, APRIL 28, 2021
8:30 A.M.

AGENDA

ADMINISTER OATH OF OFFICE:

- ❖ Mayor Mitch Colvin to Administer Oath of Office to Ronna Garrett as Commissioner of the Fayetteville Public Works Commission

I. REGULAR BUSINESS

- A. Call to order
- B. Election of Officers for Fiscal Year 2020-2021
 - ❖ Vice Chairman
 - ❖ Treasurer
- C. Approval of Agenda

II. CONSENT ITEMS

(See Tab 1)

- A. Approve Minutes of meeting of April 14, 2021
- B. Approve bid recommendation to award contract for Buckhead Creek Sewer Relocation NCDOT Project U-4405C to T.A. Loving Company, Goldsboro, NC, the lowest responsive, responsible bidder in the total amount of \$1,139,215.00 and forward to City Council for approval.

This project will construct approximately 300 feet of 16-inch diameter, 360 feet of 8-inch diameter, and 200 feet of 12-inch diameter sewer relocation/replacement, and 165 linear feet of 30-inch steel encasement by guided bore and jack, and bypass pumping with associated appurtenances.

The Buckhead Creek Sewer Relocation NCDOT Project U-4405C Project is funded from WS-103 (CPR1000268) in the amount of \$330,000.00 in FY21 and \$1,450,000.00 is budgeted in FY22.

Bids were received April 9, 2021, as follows:

<u>Bidders</u>	<u>Total Cost</u>
T. A. Loving Company, Goldsboro, NC	\$1,139,215.00
State Utility Contractors, Inc., Monroe, NC	\$2,215,530.00

COMMENTS: Notice of the bid was advertised through our normal channels on March 2, 2021, with an original bid opening date of March 30, 2021. Addendum No. 1 was issued on March 5, 2021, to provide an extension for the Mandatory Pre-Bid Meeting from March 9, 2021, to March 11, 2021. Addendum No. 2 was issued on March 16, 2021, to provide Contract Document Revisions and a list of attendees of the Mandatory Pre-Bid Meeting. Addendum No. 3 was issued on March 22, 2021 to provide Contract Document Revisions. Addendum No. 4 was issued on March 26, 2021, to provide responses and clarifications for questions received from prospective bidders and Contract Document Revisions. Addendum No. 5 was issued on March 31, 2021 to Re-Advertised the project with a new bid opening date of April 9, 2021, as the originally scheduled bid opening failed to produce three (3) bids. The bids were evaluated by Water Resources Engineering. **SDBE/Local Participation:** T. A. Loving Company is a firm based in Goldsboro, NC, that also has a local office in Fayetteville, NC. The firm pays Cumberland County taxes. T.A. Loving Company is not a SDBE, minority or woman-owned business. They anticipate ^4,000.00 in SDBE spend with Crowder Trucking, Fayetteville, NC, for hauling needs.

C. Adopt PWC Resolution – PWC2021.15 – Resolution Rescinding Policies

Staff recommends the Commissioners adopt the above resolution rescinding additional policies from the PWC Policy and Procedure Manual. PWC is currently undertaking a comprehensive review of the entire Policy and Procedure Manual, engaging many employees from across all divisions. Additional resolutions and information will be shared as the effort progresses.

D. Adopt PWC Resolution – PWC2021.14 – Resolution Approving Service Area Agreement and Load Banking Agreement

Staff recommends approval of the Service Area Agreement and Load Banking Agreement and referral of this matter to City Council for concurrence in accordance with Section 502 of the Bond Order for the reasons set forth in the Resolution enclosed herewith.

Comments: PWC has determined that the Service Area Agreement and Load Banking Agreement are in PWC's economic interest.

END OF CONSENT

III. COMMUNITY BRANDING INITIATIVE UPDATE

Presented by: Carolyn Justice-Hinson, Communications-Community Relations Officer

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

A. Open Commission Requests

V. COMMISSIONER/LIAISON COMMENTS

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

- A. Monthly Cash Flow Report – March 2021
- B. Payment Analysis – March 2021
- C. Recap of Uncollectible Accounts – March 2021
- D. Investment Report – March 2021
- E. Purchase Orders – March 2021
- F. Position Vacancies
- G. Approved N.C. Department of Transportation Encroachment Agreement(s):
 - Encr. # 19168 – install PVC and RJDIP water man on SR3569 (Old Raeford Rd.)
- H. Financial Statement Recaps
 - Electric – March 2021
 - Water/Wastewater – March 2021
- I. Actions by City Council during the meeting of April 12, 2021 related to PWC:
 - Approved Bid Recommendation – BWGP Battery Energy Storage System (BESS)
 - Approved Bid Recommendation – Freedom Town Center Sewer Main Repl.
 - Approved Assessment Appeal for 2002 Strickland Bridge Rd (PIN 9496-70-5769)

VII. CLOSED SESSION PURSUANT TO NORTH CAROLINA GENERAL STATUTES 143-318.11(A)(3) FOR LEGAL MATTERS

VIII. ADJOURN

DRAFT

PUBLIC WORKS COMMISSION
MEETING OF WEDNESDAY APRIL 14, 2021
8:30 AM

Present: Wade R. Fowler, Jr., Chairman
Darsweil L. Rogers, Secretary
Evelyn Shaw, Treasurer

Others Present: Elaina L. Ball, CEO/General Manager
Telly Whitfield, Assistant City Manager
Michael Boose, Cumberland County Commissioner, Liaison

Absent: Chris Davis, City Council Liaison
Bill Zell, Interim Hope Mills Town Manager/Liaison
Media

REGULAR BUSINESS

Chairman Wade Fowler called the meeting of Wednesday, April 14, 2021, to order.

APPROVAL OF AGENDA

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

AWARD PRESENTATION

- A. American Public Power Association (APPA) Exceptional Electric Reliability Award in 2020
Presented by: Elaina Ball, CEO/General Manager
Jon Rynne, Electric Chief Operating Officer
- B. Adopt PWC Resolution # PWC2021.13 - Resolution Honoring Public Power Lineworkers During Lineworker Appreciation Days April 12 and April 18, 2021

Jon Rynne stated PWC received the APPA Award of Excellence for Exceptional Electric Reliability. He stated APPA compared our 2020 reliability statistics with energy information agencies' collection of reliability statistics for all the utilities within the U.S. They also compared them with 2015-2019 submissions for the EIA for reliability statistics and placed PWC's reliability statistics in the top quartile based on those criteria. This demonstrates we are doing the right things in system improvements, how we operate the system and keeping up with the highest level of reliability, particularly for the SAIDI index.

Mr. Rynne stated the second is a resolution recognizing Lineworkers Appreciation Days. This is a formalization for recognizing Lineworkers for all their efforts in doing their jobs safely on a daily basis. Also, for the things they do in responses to outages, and natural disasters (hurricanes, ice storms, tornadoes) and all the issues that affect the power system. This is a resolution that recognizes our Lineworkers in response to an action at the state level.

Commissioner Fowler asked if we adopt resolutions for honoring our water workers as well. Mr. Noland stated we give recognition for response, but he is not aware if AWWA does anything like this.

CONSENT ITEMS

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

- A. Approve Minutes of meeting of March 24, 2021
- B. Approve bid recommendation to award contract for the Rockfish Creek Water Reclamation Facility (WRF) Screening Improvements to J. Cumby Construction Company, Cookeville, TN, the lowest, responsive, responsible bidder in the total amount of \$2,430,000.00 and forward to City Council for approval.

Funding for the Rockfish Creek WRF Screening Improvements is from WS-85 (CPR1000329). Funding in the amount of \$250,000.00 is available in FY2021, funding in the amount of \$1,485,000.00 is budgeted in FY2022 and \$695,000.00 is budgeted in FY2023

Bids were received on March 15, 2021, as follows:

<u>Bidders</u>	<u>Total Cost</u>
<u>Award Recommendation: Alternate Bid</u>	
J. Cumby Construction, Inc., Cookeville, TN	\$2,430,000.00
Laughlin-Sutton Construction Co., Browns Summit, NC	\$2,483,600.00
Haren Construction Company, Inc., Etowah, TN	\$2,647,000.00
State Utility Contractors, Monroe, NC	\$2,919,000.00
T.A. Loving Company, Goldsboro, NC	\$3,095,900.00
Water & Waste Systems Construction, Garner, NC	\$3,160,000.00
<u>Other Evaluated Bids: Base Bid Only</u>	
J. Cumby Construction, Cookeville, TN 38501	\$2,810,000.00
Laughlin-Sutton Construction Co., Browns Summit, NC	\$2,815,000.00
Haren Construction Company, Etowah, TN	\$2,972,000.00
State Utility Contractors, Monroe, NC	\$3,244,000.00
Water & Waste Systems Construction, Garner, NC	\$3,460,000.00
T.A. Loving Company, Goldsboro, NC	\$3,470,000.00

COMMENTS: Notice of bid was advertised on February 16, 2021 with an original bid opening date of March 11, 2021. Addendum No. 1 was issued on February 22, 2021 to provide bidders the ability to attend the mandatory pre-bid virtually. Addendum No. 2 was issued on March 3, 2021, to provide minutes to the Pre-Bid Meeting and provide additional Contract document Revisions. Addendum No. 3 was issued on March 10, 2021, to provide additional Contract Document Revisions and extend the bid opening date to March 16, 2021. The bids for this project were evaluated by Water Resource Engineering. By accepting the alternate bid there was a reduction of \$380,000.00 from their base bid price, for a total recommended bid price of \$2,430,000.00. The project Base Bid was for equipment manufactured by Huber who provided the screens installed as part of the Cross Creek WRF Screening Improvements project completed in February 2020. The Alternate Bid form allowed bidders to write in equipment manufactured by either JWC or Headworks. The research and evaluation work performed by Hazen and PWC prior to the Cross Creek project resulted in a specification that considered Huber, JWC, and Headworks all as equal equipment. **SDBE/Local Participation:** J. Cumby Construction is not a local

firm. They do not anticipate utilizing DBE or local firms. They do anticipate \$50,000 of expenses for local hotel and/or apartment rental and tool purchases.

- C. Adopt PWC Resolution # PWC2021.10 – Resolution to Authorize the Condemnation of Easements and the Delegation of Real Estate Acquisition Authority to the General Manager

Staff recommends condemnation of three (3) Easement Parcels in Project Area 23, Section 02; eight (8) Easement Parcels in Project Area 25; and six (6) Easement Parcels in Project Area 32 East - Section 01. The Easement Parcels listed are in addition to the ones previously approved in PWC Resolution Nos. PWC2021.01, PWC2021.06, & PWC2021.09 where negotiations to date have either proven unsuccessful and or the signatures of rightful owners unobtainable.

- D. Adopt PWC Resolution # PWC2021.11 – Resolution to declare personal property described as one (1) 2010 Caterpillar 430E Backhoe, VIN #CAT0430ECSWC00201 as surplus and sell by public auction.

COMMENTS: North Carolina General Statute 160A-270 permits the sale of personal property with an estimated value of \$30,000 or more by public auction upon authorization by the governing board.

- E. Adopt PWC Resolution # PWC2021.12 – Resolution Rescinding Policies

Staff recommends that the Commissioners adopt a resolution rescinding policies from the PWC Policy and Procedure Manual. PWC is currently undertaking a comprehensive review of the entire Policy and Procedure Manual, engaging many employees from across all divisions. Additional resolutions and information will be shared as the effort progresses.

END OF CONSENT

POLICY AND PROCEDURES MANUAL UPDATE

Presented by: Paula Shambach, Corporate Development Manager

Ms. Ball stated Paula Shambach will share an update on policies and procedures that are being updated as an organization.

Ms. Ball stated as she joined the organization, a couple of items came her way, and she began to look into how things were coming to her office. She stated we have a very detailed Policy and Procedures Manual. But policies should be an extension of the Board. A lot of items that are in our Policy and Procedures Manual are not board level documents. So, we stood up a team, and Paula Shambach is doing a terrific job wading it. She is wrangling all the Officers, which is a full time job. She is also managing several sub-teams and doing a great job with them as well. The objective of this team is to review this 616 page document, streamline it, simplify it, reduce waste in our internal processes and empower our employees. Push some of this decision making closer to the work

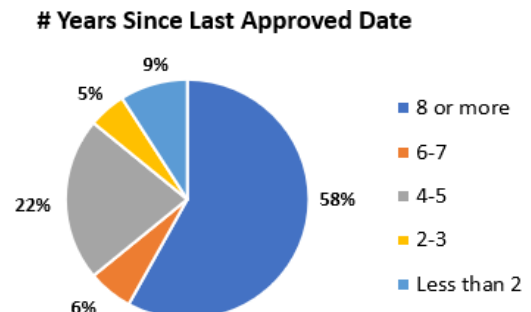
Ms. Ball stated the Commissioners will over the next several commission meetings, as they see today in Consent, requests to dispose of policies, remove policies, stand up new policies and modify policies and procedures. The intent today is to highlight the good work the team is doing and give the Commission the overall look at what we are up to, the work plan and why you will see these items over the next commission meetings.

Ms. Shambach thanked Ms. Ball for providing a great summary on the background for this presentation. She stated Ms. Ball spoke to Corporate Development to see what they could do to modify the Policy and Procedures Manual so that it better meets our employees' needs.

Ms. Shambach stated the following.

The current Policy and Procedures Manual has:

- 131 policies/procedures
- 58 policy statements
- 616 pages
- 58% of Policies Procedures have not been updated in the past eight (8) years. As a best practice we should look at these every 1 to 3 years.
- 14% of Policies and Procedures have been updated within the past three (3) years



She stated we requested feedback from our employees, and they had a lot to say. We received over 200 surveys back.

Below are the top five recommendations from our employees:

- Remove unnecessary content
- Provide better search function
- Fewer more meaningful Policies and Procedures
- Less paragraphs, more bullets
- Provide easier, digital access

Staff responded to questions from the Commission. Ms. Shambach stated based on the analysis and the data compiled from our employees we established the following goal.

Goal

The goal of this effort is to:

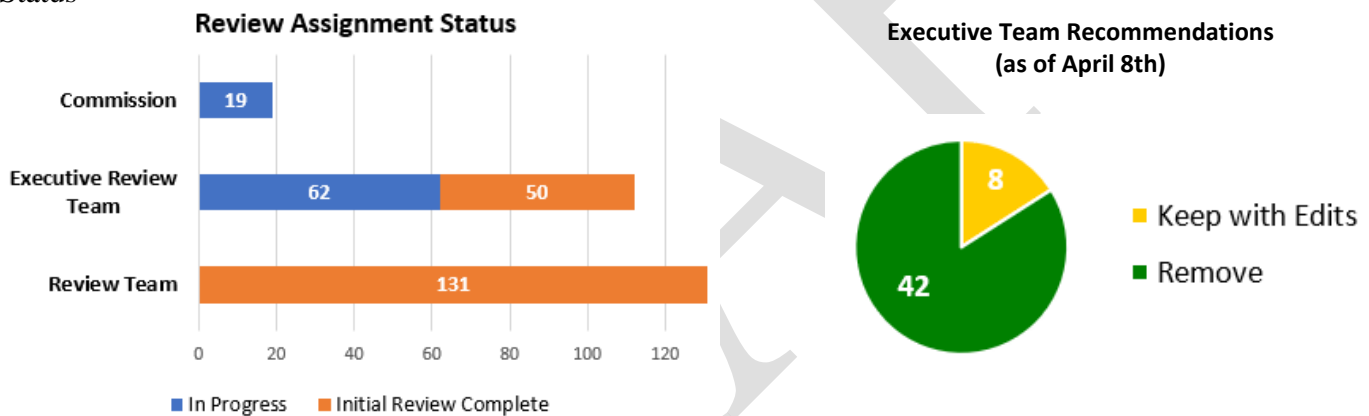
- gather feedback from across organization
- modify procedures so that decision-making occurs at the lowest level of authority possible
- ensure compliance is easy to understand and enforce
- streamline procedures to maximize efficiencies; and
- remove all unnecessary content to increase readability.

Ms. Shambach stated based on this goal which was approved by Elaina Ball and our Officers they moved to develop our action plan, which consists of the following:

- Meet with Officers to share scope/plan
- Establish teams and review process
- Survey all employees to get input/ideas
 - Employees had the opportunity to give their comments, and those comments were placed in the policy
- Hold staff review team meetings

- Ms. Shambach stated the manual was divided into three groups. The review teams consisted of employees across all divisions. She stated all the employees were engaged and very active in this process, which is now complete.
- Executive review team meetings
 - The executive review team looked at all the feedback; held a lot of discussion on the documents.
- Recommendations shared with Commission
 - We have prepared a resolution that includes rescinding several policy statements, as well as a list of those policies with major content changes.
- Develop new documents/resources
 - We will move some of the content from the rescinded policies and procedures to other locations that are easily accessible to employees
- Communicate updates to all staff on a regular basis
- Establish/rollout new SharePoint Site, through MS Office 365
 - We are asking for an effective date of July 1st as part of the resolution.
 - We will post to the SharePoint site as we go along
- Final edits/posting of updated/new documents
- Implement new review process

Status



Follow-up

- New documents will be moved to SharePoint
 - Communication and training will be required across the organization
- New process for regular review will be developed and implemented to keep PPM and other key documents up to date.

Staff responded to additional questions and comments from Commission.

STRATEGIC PRIORITY RANKING DISCUSSION

Presented by: Elaina L. Ball, CEO/General Manager

Ms. Ball presented Mr. David Pistrui and Mr. Darrell Kleinke of Acumen Dynamics to the Commission. Mr. Pistrui and Mr. Kleinke provided a brief background of their experience.

The Commissioners, Mr. Pistrui and Mr. Kleinke discussed the Strategic Priorities. The Commission ranked them based on their importance compared to each other.

The Strategic Priorities are:

Community Engagement	Conservation
Economic Development	Financial Health
Customer Satisfaction	Engaged Employees
Operational Excellence	

GENERAL MANAGER REPORT

Ms. Elaina Ball provided the following updates to the Commission.

Greensboro SOC

Ms. Ball stated there was a Special Order by Consent (SOC) issued to Greensboro related to the reduction of 1,4 Dioxane in the Cape Fear River. She stated, we think that is good and necessary, but we also believe that the SOC does not go far enough. As a result, we have filed a petition to contest the SOC primarily on the basis that it does not include a basin wide approach.

Ms. Ball stated there are other entities that discharge 1,4 Dioxane into the Cape Fear River, so what we want is a basin wide approach. We have established a joint action understanding with the Southern Environmental Law Center in hopes of combining resources and advocating to get a basin wide approach to 1,4 Dioxane. This is not unique to that species. Ms. Ball went on to state we hope through advocacy like this we will be able to influence decision makings who have regulatory authority over the Cape Fear River. There is a lot of benefit in addressing sources of discharge into the river. Discussion ensued.

Community Solar

Our Community Solar is fully subscribed. We are planning Solar Sunday on April 25th.

COVID

We have had a rise in COVID cases. We are encouraging our employees to stay vigilant. We will send an email to our employees today. Commissioner Rogers asked if we have made it clear that our employees must wear masks while riding together in trucks. Ms. Ball replied we have, but we have seen lapses. He also asked what we do when employees do not comply. Ms. Ball replied we send them home. Additional discussion ensued.

Water and Waste Water Cost of Service

We continue to work on the water and wastewater cost of service. We have one on one meetings with the Commissioners to review the cost of service classes as well as some fee matters.

Budget preparations are underway. We will present our upcoming budget on May 12. Our costs are outpacing our revenues on the water side. We have some work to do. A significant portion of our capital expense is in

support of annexation. We intend to begin our bond issuance process very soon with a goal of going to market on the water/wastewater side in October.

Article in News and Observer

We became aware of an article in the News & Observer that has reported a matter involving a number of municipalities in North Carolina, it also includes PWC and has generated some public discussion. We met as a leadership team to discuss this article and to help facilitate our leaders' answers to questions from employees. We have received a lot of questions from employees and the main thing they are concerned about is their jobs. We have posted on the internet a list of frequently asked questions. Ms. Ball stated the key message she wants to convey to our employees is their jobs are safe. We are going to continue to monitor the media that has generated on this matter. We want our employees to know what a terrific job they do.

New Commissioner

We are excited! Council has appointed a new commissioner, Mrs. Ronna Garrett. We will facilitate when she will take her oath of office as well as her first commission meeting date.

Legislative Issues

- Monitoring legislative issues, in addition to the water quality issues.
- Monitoring a bill for a pilot project around TEXFI and remediation of the trichloroethylene
- Monitoring local and small spending bill
- Monitoring telecommunications bill that impacts rural communities

Recognitions

Special thanks to Mark Brown. He has been terrific in helping with the strategic metrics. He has taken on himself to assist some of the other Officers as they build out their own strategic metrics.

Special thanks to Sheila Mitchell. We are going live in July with an upgrade to the Customer Care and Billing System. It is a project called C2M. She and Michael Lopez have done a terrific job in helping the organization get ready for this big product.

Special thanks to Lucille Phillips. She is leading a taskforce to discover what new functionality we can use with this new system.

Open Commission Requests

Ms. Ball queried the Commissioners on this report to determine the disposition of items on the report.

COMMISSIONER/LIAISON COMMENTS

County Commissioner Michael Boose

Commissioner Boose stated at the annual legislative breakfast, the County brought up the question why PWC has to clean up from the upstream. He stated there was no answer received.

Commissioner Boose also stated Carolyn Justice-Hinson does a great job in informing everyone of PWC Day.

Commissioner Darsweil Rogers

Mr. Rogers stated he is appreciative of the conversation surrounding ‘change’. It is the nature of being in a vibrant organization. Employees embrace the opportunity to do things differently if it makes sense. He also commented on the role leaders have in the workplace and community.

Commissioner Wade Fowler

Commissioner Fowler commented on ‘Community Engagement’. He stated we are a hometown utility. Part of our value is determined on how people see us in the community. Which is why we believe community engagement is an important thing to focus on now. Though it is not our primary objective, it is one we have let drop to non-existence that we have to bring back up, which is why there is more focus on it now. Discussion ensued.

Commissioner Fowler introduced **Commissioner Ronna Garrett**, who is attending the meeting virtually. Commissioner Garrett stated she is honored and privileged to serve with the Commissioners. She stated she is chomping at the bit and can’t wait to get with her esteemed colleagues and work through all the challenges in the future. She is looking forward to joining the team.

REPORTS AND INFORMATION

The Commission acknowledges receipt of the following reports and information.

- A. Personnel Report – March 2021
- B. Position Vacancies
- C. Approved N.C. Department of Transportation Encroachment Agreement(s):
 - Encr. # 18781 - installation of water main, sanitary sewer main and doghouse manhole on SR1408 (Bonanza Drive).
 - Encr. # 19171 – install of water lateral with split tap on US401 N (Ramsey St) for Take 5 Automotive
- D. Actions by City Council during the meeting of March 22, 2021, related to PWC:
 - Approved Bid Recommendation – Three (3) Substation Concrete Based Cable Trench Systems

ADJOURNMENT

There being no further business, upon motion by Commissioner Rogers, seconded by Commissioner Shaw, and unanimously approved, the meeting was adjourned at 10:02 a.m.

**PUBLIC WORKS COMMISSION
ACTION REQUEST FORM**

TO: Elaina L. Ball, CEO/General Manager

DATE: April 21, 2021

FROM: Trent K. Ensley, Procurement Manager

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ACTION REQUESTED: Approve contract award for the Buckhead Creek Sewer Relocation NCDOT Project U-4405C to the lowest, responsive, responsible bidder, T.A. Loving Company, Goldsboro, NC 27533. This project will construct approximately 300 feet of 16-inch diameter, 360 feet of 8-inch diameter, and 200 feet of 12-inch diameter sewer relocation/replacement, and 165 linear feet of 30-inch steel encasement by guided bore and jack, and bypass pumping with associated appurtenances.

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BID/PROJECT NAME: Buckhead Creek Sewer Relocation NCDOT Project U-4405C

BID DATE: April 9, 2021

DEPARTMENT: Water Resources Engineering

.....

BUDGET INFORMATION: Funding for this project is from WS-103 (CPR1000268) funding in the amount of \$330,000.00 is available in FY 21 and \$1,450,000.00 is budgeted in FY2022.

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BIDDERS	TOTAL COST
T.A. Loving Company, Goldsboro, NC	\$1,139,215.00
State Utility Contractors, Inc., Monroe, NC	\$2,215,530.00

.....

AWARD RECOMMENDED TO: T.A. Loving Company, Goldsboro, NC 27533

BASIS OF AWARD: Lowest responsive, responsible bidder

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COMMENTS: The Commission is asked to approve the award for the Buckhead Creek Sewer Relocation NCDOT Project U-4405C to the lowest, responsive, responsible bidder, T.A. Loving Company, Goldsboro, NC. Notice of the bid was advertised through our normal channels on March 2, 2021 with an original bid opening date of March 30, 2021. Addendum No. 1 was issued on March 5, 2021 to provide an extension for the Mandatory Pre-Bid Meeting from March 9, 2021 to March 11, 2021. Addendum No. 2 was issued on March 16, 2021 to provide Contract Document Revisions and a list of attendees of the Mandatory Pre-Bid Meeting. Addendum No. 3 was issued on March 22, 2021 to provide Contract Document Revisions. Addendum No. 4 was issued on March 26, 2021 to provide responses and clarifications for questions received from prospective bidders and Contract Document Revisions. Addendum No. 5 was issued on March 31, 2021 to Re-Advertise the project with a new bid opening date of April 9, 2021, as the originally scheduled bid opening failed to produce three (3) bids.

The bids were evaluated by Water Resources Engineering and for this project the recommendation is to award this project for the Buckhead Creek Sewer Relocation NCDOT Project U-4405C, to the lowest responsive and responsible bidder, T.A. Loving Company, Goldsboro, NC in the amount of \$1,139,215.00.

ACTION BY COMMISSION

APPROVED _____ **REJECTED** _____

DATE _____

ACTION BY COUNCIL

APPROVED _____ **REJECTED** _____

DATE _____

BID HISTORY
BUCKHEAD CREEK SEWER RELOCATION NCDOT PROJECT U-4405C
BID DATE: APRIL 9, 2021, AT 2:00PM

Consulting Engineer

W.K. Dickson, Raleigh, NC 27607

Advertisement

- | | | |
|----|------------------------|-------------------------------|
| 1. | PWC Website | 03/02/2021 through 04/09/2021 |
| | Addendum No. 1 | 03/05/2021 through 04/09/2021 |
| | Addendum No. 2 | 03/15/2021 through 04/09/2021 |
| | Addendum No. 3 | 03/22/2021 through 04/09/2021 |
| | Addendum No. 4 | 03/26/2021 through 04/09/2021 |
| | Addendum No. 5 | 03/31/2021 through 04/09/2021 |
| 2. | The Fayetteville Press | General Monthly Ad |

List of Prospective Bidders

1. State Utility Contractors, Inc., Monroe, NC
2. Sanford Contractors, Sanford, NC
3. Wells Brothers Construction Company, Turkey, NC
4. Sandy's Hauling & Backhoe Service, Roseboro, NC
5. T.A. Loving Company, Goldsboro, NC
6. J. Cumby Construction Inc., Cookeville, TN
7. M.B. Kahn Construction Co., Inc., Columbia, SC
8. Crowder Construction Company, Apex, NC
9. Wharton-Smith, Inc., Charlotte, NC
10. Adams Robinson Enterprises, Inc., Dayton, OH
11. Haren Construction Company, Inc., Etowah, TN
12. English Construction, Lynchburg, VA
13. Ulliman Schutte Construction, LLC, Roanoke, VA
14. Dellinger-Inc., Monroe, NC
15. Garney Construction, Raleigh, NC
16. J. Smith Civil, Goldsboro, NC 27530
17. Sandhill Contractors, Sandford, NC
18. Utilities Plus Inc., Linden, NC
19. Lanier Construction, Snow Hill, NC
20. Hine Sitework Inc., Goldsboro, NC
21. Odell Smith & Sons, Spring Lake, NC
22. Mechanical Jobbers, Lithonia, GA
23. Am-Liner East, Inc., Berryville, VA
24. Sak Construction, LLC, O'Fallon, MO
25. Armen Construction, LLC, Charlotte, NC
26. ES&J Enterprise Inc., Autryville, NC
27. Billy Bill Grading, Fayetteville, NC

PWC Procurement Mailing List- Registered vendors via the PWC website and BBR registrants. (approximately 1000+ contacts)

Small Business Administration Programs:

Small Business Administration Regional Office (SBA)
NC Procurement & Technical Assistance Center (NCPTAC)
Veterans Business Outreach Center (VBOC)
Small Business Technology Center (SBTDC)
Women's Business Center of Fayetteville (WBC)

Local Business and Community Programs

FSU Construction Resource Office (FSUCRO)
FSU Economic Development Administration Program (FSUEDA)
FSU Career Pathways Initiative
NAACP, Fayetteville Branch
FTCC Small Business Center (SBC)
Greater Fayetteville Chamber
Hope Mills Chamber
Spring Lake Chamber
Hoke Chamber
Fayetteville Business & Professional League (FBPL)
Latinos United for Progress
Latino Community Connects
The Center for Emerging Business
Fayetteville Black Business Website

State Business and Community Programs

NC Institute of Minority Economic Development (The Institute) Durham, NC
NAACP, State Branch Raleigh, NC
National Utility Contracting Association- NC Chapter (NUCA)
Durham Chapter of the National Association of Women in Construction (NAWIC)
South Atlantic Region of National Association of Women in Construction (NAWIC)
The Hispanic Contractors Association of the Carolinas (HCAC)
United Minority Contractors of North Carolina
International Women in Transportation- Triangle Chapter
International Erosion Control Association (IECA)

Media

Fayetteville Observer
WIDU, AM1600
IBronco Radio at FSU
Fayetteville Press News
Up & Coming Weekly
Bladen Journal

SDBE/Local Participation

SDBE/Local: T.A. Loving Company is a firm based in Goldsboro, NC that also has a local office in Fayetteville, NC, and pays Cumberland County taxes. T.A. Loving Company is not a SDBE, minority or women-owned business. They anticipate \$6,000.00 in SDBE spend with Crowder Trucking, Fayetteville, NC for hauling needs.

DARSWEIL L. ROGERS, COMMISSIONER
WADE R. FOWLER, JR., COMMISSIONER
EVELYN O. SHAW, COMMISSIONER
ELAINA L. BALL, 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

April 22, 2021

MEMO TO: Elaina L. Ball, CEO/General Manager

FROM: Paula Shambach, Corporate Development Manager

SUBJECT: Recommendation to Adopt Resolution Rescinding Policies

Staff recommends that the Commissioners adopt a resolution rescinding additional policies from the PWC Policy and Procedure Manual. PWC is currently undertaking a comprehensive review of the entire Policy and Procedure Manual, engaging many employees from across all divisions. Additional resolutions and information will be shared as the effort progresses.

Thank you.

ps

RESOLUTION RESCINDING POLICIES

WHEREAS, the Fayetteville Public Works Commission (PWC) has encouraged its staff to streamline and update the existing Policy and Procedure Manual and related documents in order to ensure that employees have access to information that is appropriately structured, up-to-date, and easy to read and understand; and

WHEREAS, the Commissioners support the comprehensive review process that is currently underway and accept staff's recommendations for changes to PWC's policies; and

WHEREAS, the Commissioners acknowledge receipt for informational purposes of staff determinations, as part of their comprehensive review process, to rescind certain published procedures specified in Exhibit A attached hereto that were not developed on the basis of Commission policy statements.

THEREFORE, LET IT BE RESOLVED BY THE COMMISSIONERS OF THE FAYETTEVILLE PUBLIC WORKS COMMISSION THAT:

1. The following Policies, as more completely set forth in Exhibit A attached hereto, are hereby rescinded effective July 1, 2021:

- a) Grievance Process
- b) Reporting of Ethical Violations
- c) Performance Compensation
- d) Part-Time and Temporary Employment
- e) Re-Employment
- f) Outside Employment
- g) Suspension
- h) Summer College Internship Program
- i) Residential Development Incentive Plan
- j) Rural Water Service in Cumberland County
- k) Water Service to Areas with Identified Contaminated Drinking Water Wells
- l) Sanitary Sewer Lift Station Installations Within Urban Services Area
- m) Fiber Lease

ADOPTED this ____ day of April, 2021.

FAYETTEVILLE PUBLIC WORKS COMMISSION

Wade R. Fowler, Jr., Chairman

ATTEST:

Darsweil Rogers, Secretary

**Policy and Procedure Manual (PPM) Recommendations
for Commission Review/Approval
April 28, 2021**

Purple Shading indicates Policy Statement previously approved by Commission.

Policy/Procedure Name	ID#	Recommendation	Notes/Major Changes
Grievance Process	2.A.1	Remove	Information is referenced in the Employee Handbook. Will add other relevant content to HR Manual ¹ .
Reporting of Ethical Violations	2.A.2	Remove	Hotline information included in Employee Handbook. Will add other relevant content to HR Manual. Add reference in Code of Conduct.
Performance Compensation	2.B.3	Remove	Will add relevant content to HR Manual.
Part-Time and Temporary Employment	2.C.1	Remove	Will add relevant content to HR Manual.
Re-Employment	2.C.3	Remove	Add statement in HR Manual. HR will include a statement on the Authorization to Rehire Agreement.
Outside Employment	2.C.13	Remove	Information included in the Employee Handbook.
Suspension	2.C.19	Remove	Information included in Employee Handbook. Will add any relevant content to HR Manual.
Summer College Internship Program	2.D.3	Remove	Move relevant content to HR Manual.
Residential Development Incentive Plan	5.A.4	Remove	Commission has authority to do this, policy not needed.
Rural Water Service in Cumberland County	5.A.7	Remove	Commission has authority to do this, policy not needed.

Policy/Procedure Name	ID#	Recommendation	Notes/Major Changes
Water Service to Areas with Identified Contaminated Drinking Water Wells	5.A.8	Remove	Commission has authority to do this, policy not needed.
Sanitary Sewer Lift Station Installations within Urban Services Area	5.A.9	Remove	No longer needed, expiration date has passed.
Fiber Lease	1.C.4	Remove	Relevant information will be moved to Rates Manual.
Functional Employment Testing Program	2.C.2	Remove	Will add relevant content to HR Manual.
Time Entry	2.C.5	Remove	Most of this information is included in Employee Handbook. Other relevant content will be moved to HR Manual.
Uniforms	2.C.12	Remove	Information included in Employee Handbook. Will add reference in the HR Manual.
Promotion	2.C.15	Remove	Will add relevant content to the HR Manual.
Demotion	2.C.16	Remove	Will add relevant content to HR Manual.
Transfer	2.C.17	Remove	Will add relevant content to HR Manual.
Bereavement Leave and Sentiment Guidelines	2.E.7	Remove	Information is referenced in the Employee Handbook. Will add other relevant content to HR Manual.
Service Awards	2.E.9	Remove	Move relevant content to HR Manual.
Reduction in Workforce	2.F.1	Remove	Add relevant content to HR Manual.
Accounts Payable	3.A.7	Remove	Move relevant content to Finance Manual ² .
Budget Option	3.B.1	Remove	Move to Customer Service document.
Waste Water Only Accounts – Cut Off	3.B.2	Remove	Move to Customer Service document.

Policy/Procedure Name	ID#	Recommendation	Notes/Major Changes
Public Records Request	1.B.5	Remove	Will add relevant content to Employee Handbook and HR Manual.
IS User Requirements	1.C.1	Remove	Will add relevant content to Employee Handbook.
IS Equipment	1.C.2	Remove	Move procurement guidelines to Procurement Policy/Procedure.
Telecommunication Device Usage	1.C.3	Remove	Will add relevant content to Employee Handbook and Safety Manual.
Alarm Monitoring	4.A.2	Remove	Will create SOP document for Facilities if needed.
Fuel Supply Response	4.B.3	Remove	Fleet will send email to employees when situation occurs.

¹HR Manual will be a new document to capture guidelines and procedures

²Finance Manual will be a new document to capture guidelines and procedures

PROCEDURE: GRIEVANCE PROCESS	SECTION NUMBER: 2.A.1
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P2.A.1

GRIEVANCE PROCESS POLICY

It shall be the policy of the Public Works Commission (PWC) that employees are given the opportunity to discuss with their supervisors any concerns or complaints related to their employment with the PWC. It is not the intent of the PWC in enacting this provision to establish any legal procedure for the determination of rights, nor to create any legal rights or procedural rights which do not otherwise exist simply by reason of the fact of employment.

I. PURPOSE

The purpose of this procedure is to ensure employees receive fair, impartial, and prompt consideration of a problem or complaint without fear of reprisal. The grievance process is intended to promote better understanding of policies, practices, and procedures; to instill confidence in employees that fair and impartial treatment will be received; and to develop in supervisors a continuing sense of responsibility for maintaining effective working relationships with subordinate employees.

II. RESPONSIBILITIES

- A. Chief Executive Officer:** Act as final authority on all grievances. Review all documentation to verify that it is accurately and thoroughly represented.
- B. Division Officers:** Review and respond to any employee grievance, then forward to Chief Executive Officer any properly documented, substantiated grievance which is unresolved.
- C. Directors:** Review and respond to any employee grievance forwarded from a Manager. Forward any unresolved grievance to the appropriate Officer.
- D. Managers:** Conduct departmental hearings of individuals, ensure that all information concerning the issue(s) has complete supporting documentation, encourage open discussions and resolution of concerns through mutual understanding and consensus. Initiate formal paperwork with Human Resources and forward any unresolved grievance to the next appropriate level in management.

☐ ORIGINAL ☒ REVISION No. 2

APPROVED: OCTOBER 1, 2012

APPROVED BY:  GENERAL MANAGER

PROCEDURE: GRIEVANCE PROCESS	SECTION NUMBER: 2.A.1
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- E. Supervisors:** Conduct informal discussion with employee(s) relative to grievance and provide clarification as appropriate to Department Managers upon request.
- F. Human Resource Officer:** Receive and secure all documentation. Assist Supervisors, Managers, Directors, and Officers with investigating and evaluating grievances, conflict resolution, and developing and implementing resolutions as necessary.
- G. Employees:** Contact immediate supervisor to explain their grievance and try to resolve the conflict prior to taking any formal action. Prepare any requests and documentation required for further processing of grievance discussions and hearings within the established time requirements.

III. PROCEDURES

A. Informal Discussion with Immediate Supervisor – Step 1

- 1. An employee who feels they have a grievance shall first discuss the problem with their immediate supervisor.
- 2. The employee must tell the supervisor about the grievance as soon as possible, but no later than five (5) workdays following the incident or action that caused or revealed the problem.
- 3. It is a supervisor's responsibility to encourage the subordinate to talk openly about his/her problem so as to promote understanding.
- 4. Most misunderstandings will be clarified and resolved during this free exchange of viewpoints. However, if the employee still feels his/her grievance is not resolved in a reasonable amount of time, they may proceed to the next step of this procedure.

B. Appeal to Manager – Step 2

- 1. An employee may request a hearing with the Manager to appeal an unresolved grievance. Such a request must be received by the Manager in writing from the employee no later than ten (10) workdays after the problem causing event.
- 2. The employee may choose one fellow employee to attend the hearing to help him present his case, and the immediate supervisor shall attend to explain his position.

PROCEDURE: GRIEVANCE PROCESS	SECTION NUMBER: 2.A.1
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3. The Manager will open the meeting by encouraging an informal discussion of the problem and will explore possible solutions with those in attendance. Every effort shall be made during this discussion to resolve the grievance to the satisfaction of all concerned. However, if the grievance cannot be resolved through this discussion, the parties will document issues using Grievance Forms.
4. Grievance Forms can be obtained from Human Resources. These reports shall be promptly prepared and submitted to the Director for further consideration.
5. Copies of the Grievance Forms and all written documentation from all parties shall be sent to Human Resources immediately and kept as the official file.

C. Appeal to Director – Step 3

1. The Director shall review the written reports and may request additional information and documentation.
2. The Director may request separate meetings with each of the individuals involved and/or a meeting with all parties together to take place as soon as possible, but no later than fifteen (15) workdays after the problem causing event.
3. Upon meeting with all parties, the Director shall establish a formal written plan to be agreed upon and adhered to by all parties. Should the employee who filed the grievance not feel comfortable with the proposed resolution plan, they should not feel obligated to sign the document but instead shall request a meeting with the appropriate Division Officer.

D. Appeal to the Division Officer – Step 4

1. The Division Officer shall review the written reports and may request additional information and documentation.
2. The Division Officer shall consult with the Human Resource Officer to review the complaint, the facts revealed during the investigation, and the proposed resolution to the situation.
3. No later than twenty (20) workdays after the problem causing event, the Division Officer shall notify all concerned of a time and

PROCEDURE: GRIEVANCE PROCESS	SECTION NUMBER: 2.A.1
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date for a meeting to present a resolution to be adhered to by all parties.

4. If at this point the employee feels his/her grievance has not been fairly, impartially, and accurately investigated, reviewed, and/or resolved, the employee has the right to appeal to the Chief Executive Officer by either a written request or by requesting a meeting.

E. Appeal to the Chief Executive Officer – Step 5

1. The Chief Executive Officer shall review the documentation and furnish written notice to the employee, supervisor, manager, director, and the Division Officer of his ruling.
2. This notice shall be made no later than thirty (30) workdays from the original date of the event that caused or revealed the problem.
3. The decision rendered by the Chief Executive Officer shall be final.

IV. EFFECTIVE DATE

This procedure replaces all previous procedures and will be effective upon approval.

PROCEDURE:

REPORTING OF ETHICAL VIOLATIONS

SECTION NUMBER:

2.A.2

P2.A.2

REPORTING OF ETHICAL VIOLATIONS POLICY

It shall be the policy of the Public Works Commission to expect that every public official, officer and employee will conduct himself in a manner that will tend to preserve public confidence in, and respect for, the government he represents.

I. PURPOSE

The purpose of this procedure is to provide a mechanism for any person, internal, or external to PWC business operations, to report ethical violations to a third party administrator. Every public official, officer, and employee is expected to exhibit conduct that will preserve public confidence in, and respect for, the PWC.

II. RESPONSIBILITIES

- A. Chief Executive Officer/General Manager:** Acts as final authority on all reported substantiated violations.
- B. Human Resource Officer:** Appointed as PWC Lead Administrator by the third party administrator to delegate reports to other PWC administrators and to receive monthly summary reports. Investigates reported violations or assigns appropriate staff members designated as Investigators to investigate reported violations. Maintains all records on reported substantiated and/or unsubstantiated violations regarding employees along with monthly reports prepared by the third party administrator.
- C. Legal Services Manager:** Appointed as a PWC Administrator to investigate reported violations or to assign appropriate staff members designated as Investigators to investigate reported violations. Maintains all records on reported substantiated and/or unsubstantiated violations regarding external entities.

III. GUIDELINES

- A.** A hotline will be established and accessible 24 hours a day, 7 days a week, and will be maintained by a third party administrator (Network). A caller making a report can choose to give their name or remain anonymous. Violations can also be filed electronically by logging onto the provider's website and completing a report.

☐ ORIGINAL ☒ REVISION NO. 1APPROVED: OCTOBER 1, 2012APPROVED BY: Steven Blanchard GENERAL MANAGER

PROCEDURE:

REPORTING OF ETHICAL VIOLATIONS

SECTION NUMBER:

2.A.2

- B. For purposes of this procedure, an ethical violation includes violations of state or federal law, conflicts of interest, misuse of government property or government funds, discrimination, harassment, retaliation, and other violations of the PWC Code of Conduct.
- C. Unsubstantiated complaints will not be investigated.
- D. If an employee provides false information in an attempt to discredit, harass, or retaliate against another employee, disciplinary action will be taken including suspension or possible termination.
- E. Reports will be categorized as "standard" or "escalated." An escalated report is one which meets one of the following criteria: (1) threat or harm to employees, customers, or operations or (2) any significant incident projected to reoccur within 24 hours.
- F. All information provided by the person reporting the violation will be documented in the PWC hotline program.
- G. Any employee under investigation who discusses the circumstances of the investigation with others or questions employees, or retaliates against subordinates, shall be subject to disciplinary actions including suspension or termination.

IV. PROCEDURES

- A. An employee who would like to report an ethical violation should call the established toll free number dedicated to PWC, or log onto the provider's website and complete the online form provided.
- B. An employee calling the hotline will go through a customized interview with the interview specialist from the third party vendor asking open-ended questions of the caller.
- C. The interview specialist will provide a date to the caller as to when they should call back to check on the status of the report. Employees/callers will not at any time be informed of any disciplinary action taken against an employee.
- D. The Network third party administrator will notify the Lead PWC Administrator via email within one (1) day of the reported incident for standard reports.

PROCEDURE:

REPORTING OF ETHICAL VIOLATIONS

SECTION NUMBER:

2.A.2

- E. For escalated reports, the Network will notify the Lead PWC Administrator immediately upon receiving the report.
- F. The Lead PWC Administrator will forward the information depending upon the nature of the complaint to the appropriate PWC Administrator. Escalated reports will be forwarded the same day as received by PWC and standard reports will be forwarded no later than two (2) business days after receiving notification from the Network.
- G. The PWC Administrator or his/her assigned investigator(s) will investigate the claim by conducting meetings with personnel, along with reviewing written documents, computer, phone, and vehicle records, and other appropriate avenues as necessary. Administrators and/or Investigators shall complete their investigations and finalize reports within thirty (30) days of receiving a complaint.
- H. In the event an investigation uncovers apparent illegal activity, the proper law enforcement agency will be notified.
- I. The Legal Services Manager shall submit a report of findings to the Chief Financial Officer and the Chief Executive Officer/General Manager so he/she can determine the appropriate action to be taken.
- J. The Human Resource Officer shall submit reports of his/her findings directly to the Chief Executive Officer/General Manager so he/she can determine the appropriate action to be taken.
- K. When an investigation determines misconduct by an employee, Human Resources will follow the normal protocol for disciplinary actions by notifying the employee's supervisors.
- L. The Human Resource Officer will advise the Chief Executive Officer/General Manager of the findings in the Executive Summary Report and the Activity Report generated monthly by the third party administrator.

V. EFFECTIVE DATE

This procedure replaces all previous procedures and is effective upon approval.

PROCEDURE:

PERFORMANCE COMPENSATION

SECTION NUMBER:

2.B.3

P2.B.3

PERFORMANCE COMPENSATION POLICY

It shall be the policy of the Public Works Commission to consider annual compensation adjustments for employees based on performance in their job.

I. PURPOSE

The purpose of this procedure is to establish a method to value how well employees perform based on competencies.

II. DEFINITIONS

- A. Employee** – Any person being compensated as an employee of PWC.
- B. Employment Anniversary Date** – The date an employee was hired by PWC.
- C. Mid-Year Salary Changes** – Changes in salaries that do not occur during the month of an employee's annual appraisal date, e.g., promotions, demotions, transfers, completion of apprenticeship, etc. Administrative salary adjustments would not be considered a mid-year salary change.

III. RESPONSIBILITY

- A. Officers:** Review and approve compensation adjustment recommendations from supervisors/managers/directors.
- B. Human Resources Department:** Initiate payroll authorizations using a pay period begin date as the effective date for completion in a timely manner.
- C. Supervisors:** Complete the appropriate documentation and forward for approval in a timely manner.

IV. GUIDELINES

- A.** Performance compensation recommendations must be within the approved salary range for the employee's job classification.
- B.** Employees in defined compensation programs such as co-op, apprentice, etc., are not eligible under this procedure.

☐ ORIGINAL ☒ REVISION No. 2

APPROVED: MAY 19, 2015APPROVED BY:  GENERAL MANAGER

PROCEDURE: PERFORMANCE COMPENSATION	SECTION NUMBER: 2.B.3
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- C. Performance competencies will be used to define employee compensation adjustments.

V. PROCEDURES

- A. Following the completion of an employee's annual appraisal, the Human Resources Department will receive an email notification from EBS with performance compensation recommendations. Human Resources will update the employees pay in EBS with the effective date being the first pay periods begin date following the review month, regardless of the date processed/executed, after employee has provided their overall feedback on their performance appraisal.

VI. EFFECTIVE DATE

This procedure will become effective for all annual performance evaluations for employees with annual appraisals due starting July 1, 2014 and continue each month thereafter based on the month of each employee's annual appraisal date.

PROCEDURE:

PART-TIME AND TEMPORARY EMPLOYMENT

SECTION NUMBER:

2.C.1

P2.C.1

PART-TIME AND TEMPORARY EMPLOYMENT POLICY

It shall be the policy of the Public Works Commission (PWC) that a part-time or a temporary employee shall not be eligible for paid vacation, sick leave, paid holidays, insurance, or other benefits that accrue to the regular, full-time employee. Part-time and temporary employees may be hired and paid, subject to the availability of funds, at a rate that is competitive with the local labor market upon approval of the Chief Executive Officer.

I. PURPOSE

The purpose of this document is to specify those benefits that are exempted for part-time and temporary employees and ensure that part-time and temporary positions will only be funded subject to availability of funding and the approval of the Chief Executive Officer.

II. RESPONSIBILITIES

- A. **Chief Executive Officer:** Approves use of part-time and/or temporary employees.
- B. **Human Resource Officer:** Recommends the rate of pay for part-time and temporary employees.
- C. **Officers, Directors, Managers, and Supervisors:** Identifies, during the budget process and as needed, the amount of funds to be requested and the need for part-time and/or temporary employees.

III. DEFINITIONS

- A. **Part-Time Employee** – A part-time employee is a person employed for a period of time which does not exceed 1,000 hours in a revolving 12-month period. Should the status of a part-time employee be changed to a regular, full-time position, the part-time employee will be terminated; however, they will be eligible for hire into the full-time position.
- B. **Temporary Employee** – A temporary employee is one employed through an employment agency or a summer intern employed through PWC's summer Internship Program.

☐ ORIGINAL ☒ REVISION NO. 1APPROVED: OCTOBER 1, 2012APPROVED BY: Heather Blanchard GENERAL MANAGER

PROCEDURE:

PART-TIME AND TEMPORARY EMPLOYMENT

SECTION NUMBER:

2.C.1**IV. PROCEDURES**

- A. To request a part-time or temporary employee, the appropriate supervisor or manager must complete the following steps:
1. Complete the Temporary Worker Request Approval Form (available on the Human Resources Intranet Site).
 2. Submit the Temporary Worker Request Approval Form to the Human Resources Department.
- B. Upon receipt of the Temporary Worker Request Approval Form, the appropriate Human Resources Department representative will:
1. Review and provide initial approval if the request is justified.
 2. Forward form to appropriate Officer and to the CEO/General Manager for review and/or approval.
 3. If approved, the Human Resources Department representative will follow up with the appropriate manager or supervisor to discuss next steps in the employment process.
 4. If at any step in this process the request is denied, the Human Resources Department representative will contact the appropriate manager or supervisor.

V. EFFECTIVE DATE

This procedure replaces all previous procedures and will become effective upon approval.

PROCEDURE: RE-EMPLOYMENT	SECTION NUMBER: 2.C.3
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RE-EMPLOYMENT POLICY

P2.C.3

It shall be the policy of the Public Works Commission (PWC) that employees resigning in good standing and giving proper notification may be re-employed by the PWC. Employees shall apply through the Human Resources Department and shall be considered on an equal basis with other applicants for vacant positions.

I. PURPOSE

The purpose of this procedure is to identify a uniform procedure for re-employing individuals who have prior service with the PWC.

II. RESPONSIBILITIES

- A. Chief Executive Officer:** Approves all requests for re-employment of former PWC employees; coordinates with the Human Resources Officer to review employee records.
- B. Human Resource Officer:** Informs the Chief Executive Officer of vacant positions which may be available for an individual requesting re-employment; provides the Chief Executive Officer with the employee's employment records.

III. PROCEDURES

- A.** Employees who leave the PWC in good standing or who were separated under a reduction in force shall be eligible for consideration of re-employment. Although the employee is eligible for re-employment, the decision to offer employment must be recommended by the hiring department manager.
- B.** Before being re-employed, an individual must be validated by the Human Resources Officer as meeting the current minimum qualifications for the job to which the individual is being hired.
- C.** A re-employed employee is considered a new employee and must serve a probationary period prior to attaining regular status. No re-employed employee shall be given credit for vacation leave, sick leave, or years of service accumulated prior to separation.

IV. EFFECTIVE DATE

This procedure replaces all previous procedures and becomes effective upon approval.

☐ ORIGINAL ☒ REVISION No. 1

APPROVED: OCTOBER 1, 2012

APPROVED BY:  GENERAL MANAGER

PROCEDURE:

OUTSIDE EMPLOYMENT

SECTION NUMBER:

2.C.13

P2.C.13

OUTSIDE EMPLOYMENT POLICY

It shall be the policy of the Public Works Commission (PWC) to not regulate what an employee does during his/her own time away from the job as long as off-duty activities do not represent a conflict of interest or discredit the PWC. To avoid possible conflict of interest, the employee's outside employment shall be reported to the Chief Executive Officer. An employee is cautioned not to engage in outside activities that are so exhausting that one's physical and mental abilities are consistently impaired to the extent that his/her PWC service is adversely affected.

I. PURPOSE

The purpose of this procedure is to ensure outside employment of PWC employees does not represent a conflict of interest, discredit the PWC, or reduce the employee's ability to perform all assigned duties.

II. RESPONSIBILITIES

- A. Chief Executive Officer:** Ensure that no employee engages in outside employment that represents a conflict of interest or is incompatible with their primary employment as established with the PWC.
- B. Officers, Directors, Managers, and Supervisors:** Explain all policies and procedures regarding outside employment to employees; review employee requests; and ensure accurate documentation of request is sent to the Human Resource Officer.
- C. Human Resource Officer:** Forward information to the Chief Executive Officer; place original document in the personnel file with a copy to the manager and the employee; and distribute the annual reminder notification.
- D. Employees:** Request approval of all outside employment from immediate supervisor.

III. DEFINITIONS

- A. Outside Employment –** Any employment for salaries, wages, or commission, or self-employment in which an employee is engaged in addition to their employment with the PWC.

☐ ORIGINAL ☒ REVISION NO. 2APPROVED: OCTOBER 1, 2012APPROVED BY:  GENERAL MANAGER

PROCEDURE:

OUTSIDE EMPLOYMENT

SECTION NUMBER:

2.C.13

- B. **Conflict of Interest** – A situation where a conflict arises for an individual between two competing interests, to include interests of the PWC versus other interests.

IV. GUIDELINES

- A. Outside employment activities cannot be performed during PWC work time, nor can PWC tools or equipment be used to perform outside employment activities.
- B. Any outside employment that prevents the employee from fulfilling duties and responsibilities as a PWC employee is considered conflicting employment.
- C. Conflicts of interest can involve financial or non-financial interests of the employee and/or business partner or associate, family member, friend, or person in a close personal relationship with the employee.

V. PROCEDURES

- A. Employees wishing to engage in outside employment must inform their supervisor in writing before or within 30 days of obtaining outside employment. (See Notification of Outside Employment Form, Attachment A.)
- B. Notification of Outside Employment forms will be reviewed annually by the Human Resources Department. Should an employee have multiple employers, an additional form is required for each outside employer.
- C. If there is a change of any kind in the status of outside employment, to include termination of outside employment, please notify the Human Resources Department within 30 days (see Attachment A).
- D. Employees failing to disclose outside employment that is in conflict with their primary job with the PWC will be subject to disciplinary action, up to and including termination. Examples of possible conflict of interest situations are listed below.
 - 1. An employee has employment with a supplier, or potential supplier, of the PWC and is responsible for decision-making that could negatively impact the PWC.

PROCEDURE:

OUTSIDE EMPLOYMENT

SECTION NUMBER:

2.C.13

2. An employee's job at the PWC is to influence a developer to obtain PWC services over another utility; however, the employee is also employed part-time at the other utility.

VI. EFFECTIVE DATE

This procedure replaces all previous procedures and becomes effective upon approval.

EXHIBIT A
ATTACHMENT A

Page 19

NOTIFICATION OF OUTSIDE EMPLOYMENT

NEW OUTSIDE EMPLOYMENT ☐

CHANGE IN EXISTING OUTSIDE EMPLOYMENT ☐

EMPLOYEE NAME: _____

DEPARTMENT: _____

TITLE: _____

PWC EMPLOYMENT DATE: _____

NAME OF OUTSIDE EMPLOYER: _____

NAME OF BUSINESS, IF SELF-EMPLOYED: _____

NATURE OF WORK: _____

APPROXIMATE NUMBER OF HOURS TO BE WORKED EACH WEEK: _____

I hereby certify that working for another employer, or working in a self-employed capacity, will not:

1. Conflict with PWC employment.
2. Involve PWC equipment or tools.
3. Take place during scheduled shift time at PWC.
4. Give me an unfair advantage over non-PWC employees providing the same service.
5. Perform contractual work for PWC.

Employee Signature

Date

Supervisor Signature

Date

HR Representative Signature

Date

☐ **APPROVED**

☐ **DISAPPROVED**

Chief Executive Officer/General Manager Signature

Date

Original – Personnel File
Copies – Employee, Supervisor, Officer

PROCEDURE:

SUSPENSION

SECTION NUMBER:

2.C.19

SUSPENSION POLICY

P2.C.19

It shall be the policy of the Public Works Commission (PWC) to suspend an employee when appropriate to allow time for the investigation, hearing, or trial of an employee against whom an allegation of wrongdoing has been made. If the allegation proves false, the employee may be reinstated and will retain all accrued benefits. Suspension shall also be used as a disciplinary action to penalize an employee for misconduct or insubordination.

I. PURPOSE

The purpose of this procedure is to establish a method whereby employees may be suspended when appropriate to investigate or discipline employee.

II. RESPONSIBILITIES

- A. Human Resource Officer:** Review all documentation from manager; determine that the written documentation sufficiently identifies and describes the violation, and determine that all matters of documentation are complete and that all facts or circumstances have been disclosed; maintain and secure all discipline documentation in the employee's official personnel record; approve or determine an alternative resolution.
- B. Managers:** Contact Human Resources to review recommended suspension.
- C. Officers and Directors:** Review all documented suspensions; approve or determine an alternative resolution.
- D. Chief Executive Officer:** Review all documented suspensions; approve or determine an alternative resolution.

III. DEFINITION

Suspension - An action taken by the PWC whereby pay may be discontinued while an employee is temporarily relieved of all duties and responsibilities.

IV. EFFECTIVE DATE

This procedure replaces all previous procedures and will become effective upon approval.

☐ ORIGINAL ☒ REVISION NO. 1APPROVED: OCTOBER 1, 2012APPROVED BY: 

GENERAL MANAGER

PROCEDURE:

SUMMER COLLEGE INTERNSHIP PROGRAM

SECTION NUMBER:

2.D.3

P2.D.3

SUMMER COLLEGE INTERNSHIP PROGRAM POLICY

It shall be the policy of the Public Works Commission (PWC) to employ college students during the summer months in jobs that are directly related to their college major. The students shall not be eligible for paid vacations, sick leave, paid holidays, insurance or other benefits that accrue to regular full-time employees.

I. PURPOSE

The purpose of this procedure is to expose college students to the utility business as a career path and to identify future employees.

II. RESPONSIBILITIES**A. Human Resources Department**

1. Develops pipeline programs that will fill Internship Program.
2. Provides orientation information for interns.
3. Communicates timeline and other pertinent information to business units.
4. Leads efforts to collect periodic feedback from managers and interns on ways to improve program.
5. Manages all intern requisitions including the recruitment and selection process, and assists with overall recruiting navigation and process flow.
6. Collaborates with hiring managers to identify interns qualified for full-time employment or a subsequent internship.
7. Conducts exit interviews with interns.
8. Receives final evaluations from hiring managers.
9. Encourages managers to provide feedback and coaching to interns.

☐ ORIGINAL ☒ REVISION No. 1APPROVED: OCTOBER 1, 2012APPROVED BY:  GENERAL MANAGER

PROCEDURE:**SUMMER COLLEGE INTERNSHIP PROGRAM****SECTION NUMBER:****2.D.3****B. Directors/Managers/Supervisors**

1. Identifies work that can be done at an entry level that will be appropriate for a college intern and define the scope of work for the intern with measurable results.
2. Creates job description to be posted at select schools and on PWC Employee Internal Job Posting.
3. Partners with HR to coordinate and conduct interviews once candidate pool has been narrowed.
4. Submits appropriate information in the recruiting process so that an offer is generated in a timely manner.
5. Introduces intern to team.
6. Makes sure intern has all computer access and supplies to do the job.
7. Oversees work of intern, answers questions as needed.
8. Provides periodic feedback to HR on intern's performance.
9. Conducts regular one-on-ones to provide frequent feedback on performance.
10. Performs formal mid-term performance feedback to intern.
11. If performance issues exist, discuss with HR Advisor.
12. Approves intern's time entry each week and ensures time is charged to appropriate code.
13. Once internship is completed, submits termination paperwork to HR.
14. Provides feedback on ways to improve the internship program.

PROCEDURE:

SUMMER COLLEGE INTERNSHIP PROGRAM

SECTION NUMBER:

2.D.3**III. GUIDELINES****A. Eligibility for Internship Program**

1. Must have sophomore, junior, senior, or graduate level status at an accredited college/university or be accepted for enrollment with sophomore, junior, senior, or graduate level status at an accredited college/university.
2. Must be eligible to work in the United States.

B. Internship Program Overview

1. Internships are paid positions.
2. Internships run from May to August.
3. Internships require a 40 hour/week commitment, Monday-Friday.
4. Full-time, non-exempt classification is assigned to internship positions.
5. Overtime is not authorized for interns.

IV. PROCEDURES**A. Intern**

Internships allow students to acquire practical work experience in their chosen field/area of study. They are primarily single, planned educational experiences. All internships are paid positions and can be located in any Division.

B. Meaningful Work

For the purpose of the PWC Internship Program, meaningful work is defined as work on projects that are related to the student's area of interest and that allow them to acquire relevant work experience in their chosen area of study.

C. Eligibility for Internship Program

All interns will be classified as full-time, non-exempt employees and will be

PROCEDURE:**SUMMER COLLEGE INTERNSHIP PROGRAM****SECTION NUMBER:****2.D.3**

compensated as follows:

1. Non-exempt (hourly).
2. Pay is based on class standing at the start of the assignment (freshman, sophomore, junior, senior, or graduate).

Interns are not eligible for any of the following benefits: paid time off, signing bonus, holiday pay, vacation, and health care.

V. EFFECTIVE DATE

This procedure replaces all previous procedures and becomes effective upon approval.

PROCEDURE:

RESIDENTIAL DEVELOPMENT INCENTIVE PLAN

SECTION NUMBER:

5.A.4

P5.A.4

RESIDENTIAL DEVELOPMENT INCENTIVE PLAN POLICY

It shall be the policy of the Public Works Commission to promote and encourage in-fill development and maximize the use of existing utility infrastructure by providing Facility Investment Fee waivers for new single-family residential construction on individual lots within the corporate boundary of the City of Fayetteville.

I. PURPOSE

The purpose of this procedure is to define the Residential Development Incentive Plan which is designed to promote and encourage in-fill development within the City of Fayetteville and maximize the use of existing utility infrastructure.

II. APPLICABILITY

The provisions of this procedure apply to incentives in the form of Facility Investment Fee (FIF) waivers for new single-family residential construction on individual lots within the corporate boundary of the City of Fayetteville.

III. RESPONSIBILITIES

- A. Senior Customer Programs Officer** – Responsible for implementing and monitoring activities described within this procedure.
- B. Marketing Manager** – Responsible for processing requests for waivers and coordinating efforts with other departments to ensure timely responses for customers.
- C. Water Resources Engineering Department** – Responsible for notifying Project Analyst when a quote is being prepared and eligibility needs to be verified.
- D. Project Analysts** – Responsible for verifying eligibility, communicating information to other departments, corresponding with customers, and updating account information.

☐ ORIGINAL ☒ REVISION No. 1APPROVED: SEPTEMBER 17, 2014APPROVED BY:  GENERAL MANAGER

PROCEDURE:**RESIDENTIAL DEVELOPMENT INCENTIVE PLAN****SECTION NUMBER:****5.A.4****IV. GUIDELINES****A. General**

1. The Residential Development Incentive Plan is designed to encourage in-fill development within the City of Fayetteville.
2. The incentives to be provided are in the form of FIF waivers.

B. Eligibility Criteria

1. FIF waivers will be provided when all of the following eligibility criteria are met:
 - a. The site is located within the corporate boundary of the City of Fayetteville.
 - b. The site consists of an individual lot for new single-family residential construction.
 - c. The site is being developed by the owner of the property for personal use as a single-family dwelling.
 - d. The site is served by PWC electric, water, and sanitary sewer utility services.
 - e. Water main and lateral charges must be unpaid at the time service is requested.
 - f. Sanitary sewer main and lateral charges must be unpaid at the time service is requested.
 - g. The lot is not in a defined subdivision that is, or was, under contract with PWC for water, sewer, or electric service in the past 10 years.

V. PROCEDURES

- A. Upon request for service, Project Analysts in the Customer Programs Division will verify eligibility of the property according to the criteria outlined in the guidelines above. To verify eligibility, Project Analysts will:

PROCEDURE: RESIDENTIAL DEVELOPMENT INCENTIVE PLAN	SECTION NUMBER: 5.A.4
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1. Confer with PWC Water Resources Engineering and Electric Engineering Departments.
 2. Contact the City of Fayetteville when necessary to clarify boundary issues.
 3. Research information through GIS, online databases, and other sources as needed.
- B. The Project Analysts will prepare the Waiver Eligibility Form (see Attachment A) for approval by the Marketing Manager and Senior Customer Programs Officer.
- C. Once the form is approved, Project Analysts will notify the appropriate internal departments of the decision and update account information to document approval or disapproval of the waiver.

VI. EFFECTIVE DATE

This procedure will become effective 30 days after approval.

PROCEDURE:

RURAL WATER SERVICE IN CUMBERLAND COUNTY

SECTION NUMBER:

5.A.7**RURAL WATER SERVICE IN CUMBERLAND COUNTY POLICY**

P5.A.7

- A. It shall be the policy of the Fayetteville Public Works Commission (FPWC) to assist Cumberland County and/or its rural districts in developing a rural water system in specific areas as identified by Cumberland County. FPWC will provide the following:
1. Participate in the discussions and review of plans to extend rural water mains into specific areas within the County.
 2. Provide assistance in developing and evaluating funding options (loans, grants, assessments, etc.) for rural water main extensions.
 3. Consider providing water on a wholesale basis to an area in Cumberland County that has established a rural water system. FPWC would also consider providing O&M services for that rural water system.
 4. Consider providing water to a rural area on a case-by-case basis when it makes good business sense to FPWC and the water system is installed and turned over to FPWC to own and operate.

I. EFFECTIVE DATE

This document shall be effective on the date of approval.

☐ ORIGINAL ☒ REVISION NO. 2

APPROVED: OCTOBER 1, 2012

APPROVED BY: 

GENERAL MANAGER

PROCEDURE:

**WATER SERVICE TO AREAS WITH IDENTIFIED
CONTAMINATED DRINKING WATER WELLS**

SECTION NUMBER:

5.A.8

P5.A.8

**WATER SERVICE TO AREAS WITH IDENTIFIED CONTAMINATED DRINKING
WATER WELLS POLICY**

It shall be the policy of the Fayetteville Public Works Commission (FPWC) to assist the City of Fayetteville and Cumberland County in responding to areas where drinking water wells have been confirmed as contaminated to the extent that it is not safe to drink the well water as determined by the Cumberland County Health Department or other appropriate State Agency.

Where water lines need to be extended, FPWC will consider participating in the cost of installing the water main extension to and through the contaminated area if the line extension will become property of FPWC. The amount of participation in the cost will be determined by FPWC on a case-by-case basis.

This policy would apply only where multiple wells have been identified as contaminated in a specific area and the City and/or the County is developing a plan of action to address the needs in that area.

I. EFFECTIVE DATE

This document shall be effective on the date of approval.

☐ ORIGINAL ☒ REVISION NO. 2

APPROVED: OCTOBER 1, 2012

APPROVED BY: _____

 GENERAL MANAGER

PROCEDURE:

**SANITARY SEWER LIFT STATION INSTALLATIONS
WITHIN URBAN SERVICES AREA**

SECTION NUMBER:

5.A.9

P5.A.9

**SANITARY SEWER LIFT STATION INSTALLATIONS WITHIN URBAN SERVICES
AREA POLICY**

It shall be the policy of the Public Works Commission (PWC) of Fayetteville, North Carolina, to allow at its discretion the installation of sanitary sewer lift stations within the Urban Services District where gravity sewer is currently not available and where the extension of gravity sewer to the particular site is determined by PWC as not feasible either for technical or economic reasons. The use of such lift station applications shall be considered on a case-by-case basis upon request of applicant or developer when funds are available, all in accordance with City and applicable State laws. The cost of providing a lift station as a continuing service until a gravity system is in place will be levied as a "rider" on the monthly utility bills for the benefited properties.

I. PURPOSE

The purpose of this document is to establish a uniform procedure under which sanitary sewer lift stations are allowed within the Urban Services Area, providing an affordable alternative to individual septic systems where gravity sewers do not currently exist. This lift station option is designed to promote new construction with both public water and sanitary sewer utility services, while not negatively impacting existing ratepayers.

II. RESPONSIBILITIES

- A. Customer Programs Division:** Responsible for coordinating efforts with customers and internal departments and monitoring/enforcing contractual requirements.
- B. Water Resources Division:** Responsible for providing cost estimates, evaluating options for service, and installing services.
- C. Finance Division:** Responsible for establishing/updating rates and billing customers based on information provided by Customer Programs.

III. GUIDELINES

- A.** As an alternative to construction of the lift station and force main, PWC may elect to apply, at its discretion, what would be the equivalent cost of

☐ ORIGINAL ☒ REVISION NO. 1APPROVED: OCTOBER 1, 2012

APPROVED BY:

 GENERAL MANAGER

PROCEDURE: SANITARY SEWER LIFT STATION INSTALLATIONS WITHIN URBAN SERVICES AREA	SECTION NUMBER: 5.A.9
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the proposed lift station, force main, and related avoided cost toward a more regional project to serve the area.

- B. Lift station applications as described herein shall only be considered where PWC is providing both the water and sanitary sewer utility services.
- C. The minimum number of single family lots that will be considered in such lift station applications where PWC will own and operate the facilities is 70. For multi-family projects, the minimum number of units will be 140, and for non-residential projects, the minimum overall usage will be based on the equivalent water usage of a 70 lot single family subdivision based on 6,000 gallons per month per dwelling.
- D. The plan approval process will be as set forth in the PWC Water and Sanitary Sewer Extension Procedure currently in effect and as may be revised or amended from time to time. The procedure states the developer/extender is responsible for 100% of the initial utility improvement cost which shall also apply to the lift station, force main, and related improvements necessary to serve the project.
- E. For approved lift station applications, the developer shall incorporate language in the subdivision restrictive covenants making the homebuyer aware of a continuing monthly payment requirement to PWC by each customer having service in the development to be included with the regular water and sanitary sewer utility billing. The rider will remain in effect until the lift station is eliminated through a gravity extension. The initial billing rider will be based on the minimum development size of 70 lots. Such amount will be established, reviewed, and adjusted by PWC to reflect the cost of operating and maintaining the lift station and force main along with reserves for replacement of the lift station and/or its major components. The minimum rider for a 70 lot subdivision as determined by PWC shall remain in effect until 100 homes are actually built within the complex. The rider will be adjusted upon 100 homes being constructed within the development with further adjustments decreasing the rider for each additional 50 homes thereafter.

IV. EFFECTIVE DATE

This procedure was initially approved on October 1, 2002. Effective October 1, 2012, no new customers will be accepted under this procedure.

PROCEDURE:

FIBER LEASE

SECTION NUMBER:

1.C.4

P1.C.4

FIBER LEASE POLICY

It shall be the policy of the Public Works Commission to lease excess fiber capacity on a temporary basis to interested third parties.

I. PURPOSE

The purpose of this procedure is to establish guidelines on the lease of excess fiber capacity in accordance with provisions of applicable North Carolina General Statutes.

II. APPLICABILITY

This procedure applies to the PWC fiber optic communication system.

III. RESPONSIBILITY

- A. General Manager:** Responsible for enforcing the provisions of this procedure.
- B. Information Systems Department:** Responsible for operating and maintaining fiber and all associated networks, equipment and agreements related to network services.

IV. BACKGROUND INFORMATION**A. System Architecture**

The PWC fiber optic communication system is a fully digital, high-speed switching and transmission system ("System") that can deliver voice, data and video services ("Network Services") on the same integrated system. This can be implemented in local area networks (LAN), metropolitan area networks (MAN), and wide area networks (WAN). A mix of terminal and networking equipment is utilized in the network to meet a specific design objective and includes such products as switches, routers, hubs, multiplexers and network cards. Currently, PWC has deployed four (4) switches that are configured to provide bandwidth across the 10 GB fiber

☐ ORIGINAL ☒ REVISION No. 1

APPROVED: OCTOBER 1, 2012

APPROVED BY: Kevin Blanchard GENERAL MANAGER

PROCEDURE:**FIBER LEASE****SECTION NUMBER:****1.C.4**

backbone. The System is scalable to a higher level bandwidth as the need arises.

Currently, the fiber backbone consists of approximately 230 miles of 144 single mode All Dielectric Self Support (ADSS) fibers in a redundant loop configuration. It primarily serves City, County and PWC facilities in the downtown and surrounding influence area.

B. System Use

The pilot project for the fiber endeavor centered around the need for sharing geographic information among several City, County and PWC facilities and the reduction of the cost associated with duplicate efforts in the generation and dissemination of such information. There is a joint venture among the three entities to collaborate efforts to share geographic and property record data in a mutual and timely manner which will aide in operating their respective business functions. An Intra-governmental Network was built linking the following governmental facilities for this purpose:

- PWC Operations Complex
- Fayetteville City Hall
- Cumberland County New Courthouse
- Cumberland County Old Courthouse
- Cumberland County Law Enforcement Center
- Fayetteville Fire Station #1
- Fayetteville Police Station
- Fayetteville Traffic Engineering Building

The Intra-governmental Network has been extended to connect all of PWC facilities needing access to the network.. This extension allows PWC to take full advantage of transmitting voice and data requirements over the system to include, but not limited to, the following applications:

- Financial System
- Customer Information System
- SCADA System
- Internal Telephony
- Internet/Intranet Access

As PWC continues the build out of its backbone system, it is in a position to offer connectivity to all of its facilities (manned and un-manned) as well as facilities owned by the City, County, Cape Fear Valley Medical Center, local businesses, and other government units.

PROCEDURE: FIBER LEASE	SECTION NUMBER: 1.C.4
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C. Excess Capacity

The Network backbone is comprised of a 144 fiber count cable. System capacity was determined by taking into consideration the needs of PWC, the City of Fayetteville, and other local government units. This was accomplished through formal municipal interviews. Consideration was also given to diminishing marginal costs associated with fiber material pricing. The Network's capacity is split into three parts for planning and deployment purposes. The first part, consisting of 48 fibers, is reserved for the PWC's current and planned future uses. The second part, consisting of 60 fibers, is reserved for City of Fayetteville and other governmental unit uses. The last part, 36 fibers, is reserved for unforeseen needs of the PWC and future needs of City of Fayetteville departments. It is anticipated that PWC could reclaim these fibers (third party) over the next 15 years (from the original adoption date of this procedure in 2001) for its internal needs.

V. GUIDELINES

- A. PWC may lease fiber capacity to other governmental units through execution of interlocal agreements.
- B. PWC may lease excess fiber capacity to other interested third parties on a temporary basis; terms of the lease agreement may not extend beyond ten years; reclamation clauses must be integrated into lease agreement.
- C. All fiber lease agreements must be awarded by PWC and the City of Fayetteville.

VI. EFFECTIVE DATE

This procedure will become effective upon approval by the Public Works Commission and City Council.

Original: (City) Adopted July 16, 2001
(PWC) Adopted June 27, 2001

PROCEDURE:

FUNCTIONAL EMPLOYMENT TESTING PROGRAM

SECTION NUMBER:

2.C.2**I. PURPOSE**

The purpose of this procedure is to establish a program designed to avoid placing an employee, or potential employee, in a position that requires performing tasks that are beyond their physical or medical capabilities.

II. APPLICABILITY

This procedure will apply to individuals who are applying for or have the Job Titles identified in Attachment A of this document.

III. DEFINITIONS

- A. Essential Functions** – The fundamental job duties of the employment Job Title.
- B. Functional Employment Testing (FET)** – A measure of a person's physical capabilities when compared to the physical requirements for a specific job.
- C. Job Analysis** – The on-site evaluation, with recorded measures and validation of the physical exertion, duration, etc., of specific job duties required to perform all of the basic physical functions required of the job title.
- D. Job Title** – Position titles as listed on Attachment A of this document.
- E. Transfer** – The movement of an employee within the PWC to another Job Title.

IV. RESPONSIBILITIES

- A. Human Resource Department:** Coordinate scheduling for FET and Job Analysis evaluations; make employment decisions and/or recommendations concerning any candidate for employment or current employee's suitability for employment; maintain records; and communicate with appropriate department managers and other staff as appropriate.
- B. Directors/Managers/Supervisors:** Coordinate FET, Job Analysis, and other hiring or transfer processes with the Human Resource Department.

☐ ORIGINAL ☒ REVISION No. 1APPROVED: OCTOBER 1, 2012APPROVED BY:  GENERAL MANAGER

PROCEDURE: FUNCTIONAL EMPLOYMENT TESTING PROGRAM	SECTION NUMBER: 2.C.2
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V. GUIDELINES

- A. The Functional Employment Testing (FET) Program is a system of ADA, EEOC, FMLA, and HIPPA compliant employment tests that are both scientific and objective. These tests establish baseline information on pre-hires and transferring employees and help ensure that employees are appropriately matched to the physical demands of their jobs.
- B. The implementation of the FET program is intended to reduce workplace injury incidence, reduce both workplace injury costs and health insurance costs, reduce lost time, and create accountability for employees and health care providers performing assessments.
- C. FET shall be performed for those jobs with a high amount of physically demanding tasks at the pre-hire point and prior to a transfer of an existing employee to a new job title. This testing will identify individuals who are at high risk for physical injury before potential and/or existing employees are placed in job titles that they may not be physically capable of performing.
- D. For current employees, all costs and time spent associated with the Job Analysis and FET will be the responsibility of PWC.
- E. For candidates of employment, the time spent for pre-employment, post-offer testing, and any costs (except testing fees) associated with FET will be the responsibility of the candidate for employment.
- F. Any medical condition "discovered" during testing will be the responsibility of the candidate for employment or employee to seek further medical attention, care, and treatment. PWC will not be responsible for any medical conditions or costs.
- G. All test result records will be maintained and secured in the PWC Medical Office and be made available only to those persons allowed by law.

VI. PROCEDURES

- A. All Job Analysis evaluations and FET will be coordinated by the Human Resources Department with the appropriate Department Manager and the Employment Testing Agency.
- B. All testing results, comments, etc. from the testing agency shall be received by the Human Resources Department.

PROCEDURE:	SECTION NUMBER:
FUNCTIONAL EMPLOYMENT TESTING PROGRAM	2.C.2

- C. Any test results that involve a Worker's Compensation claim will be made available to the PWC Worker's Compensation Coordinator by the Human Resources Department.
- D. The Human Resource Officer will be responsible for making employment decisions and/or recommendations concerning any candidate for employment or current employee's suitability for employment and for making decisions concerning ADA compliance.
- E. A separate Job Analysis must be completed for each Job Title for which PWC desires to utilize employment testing. The Job Analysis will include filming/video recording, weighing, measuring, etc. tasks for each function of the job requirements. Current Job Descriptions will be reviewed, employees currently in identified positions will be interviewed, and job specific tasks will be reviewed to assist in providing accurate physical demands of the job.
- F. All Job Analysis evaluations must be developed by trained personnel, in a standardized format, for describing each unique job function for each Job Title listed on Attachment A of this document.
- G. Whenever a new Job Analysis is performed, the Job Description will contain the following statement: Physical Requirements: "As described in the Job Analysis."
- H. For new hire candidates, all FET will be conducted on a post-offer, pre-placement basis that is contingent on the candidates' capabilities of performing the physical job functions.
- I. For additional information, please refer to the PWC Human Resources Department.

VII. EFFECTIVE DATE

This procedure will replace previous procedures and will become effective upon approval.

Functional Employment Testing Program

The employees and potential employees applying for the following Job Titles shall be subject to the procedures and guidelines described in this FET program. Implementation of this program will occur in phases.

FET will not occur until after a detailed Job Analysis is completed for each additional Job Description.

Water/Resources Construction

W/R Utility Worker
W/R Sr. Utility Worker
W/R Equipment Operator
W/R Crewleader
Collections System Inspector
Distribution System Tech

Electric Construction

Groundworker
Powerline Technician 3rd Class
Powerline Technician 2nd Class
Powerline Technician 1st Class
Powerline Crewleader
E/S Line Clearance Tree Trimmer
E/S Line Clearance Crewleader

Fleet Maintenance

Auto Tech
Sr. Auto Tech
Machinist
Sr. Machinist
Fleet Services Tech
Welder
Fleet Paint/Body Tech
Emergency Vehicle Tech
Fleet Field Tech

W/W Facilities Maintenance

W/R Facility Worker
W/R Sr. Facility Worker
W/R Facility Mechanical Tech
W/R Sr. Facility Mechanical Tech
W/R SCADA System Specialist
W/R Sr. Facility IE&C Tech
W/R Facility IE&C Tech
W/R Facilities Maintenance Coordinator

Functional Employment Testing Program**Residuals Management**

W/R Land Application Supervisor
W/R Farm Assistant
Farm Summer Co-op

Generation Plant

P/P Inventory Tech
P/P Mechanic
Facility Maintenance Worker
Stock Clerk
P/P I & C Coordinator
P/P Chief Operator
P/P Control Systems Analyst
P/P Operations Supervisor
P/P Control Operator
P/P Maintenance Supervisor
P/P I & C Tech

Warehouse

Inventory Storekeeper
Stock Clerk
Materials Reclaim Handler

Apparatus Repair Shop

Apparatus Test Specialist
Apparatus Repair Tech
Sr. Apparatus Repair Tech

Additional Job Titles may be added for Job Analysis and FET at the request of the appropriate Division Officer, Human Resource Officer, Department Manager, and the Legal Services Manager. Future additions will consider the amount of physical activity required to perform the functions of the job as well as past injury history of the Job Title.

PROCEDURE: TIME ENTRY	SECTION NUMBER: 2.C.5
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I. PURPOSE

The purpose of this procedure is to establish a fair and uniform procedure for the handling of employee time and attendance records to ensure accountability in alignment with established PWC policies and procedures.

II. RESPONSIBILITIES

- A. **Officers:** Ensure that all employees follow established guidelines for entries into the time entry systems.
- B. **Directors, Managers, and Supervisors:** Ensure that accurate attendance records for each employee are maintained; ensure that absences are correctly coded for all employees not reporting at their scheduled time or leaving prior to the end of the scheduled shift; report any violations to the Human Resources Department; and ensure employees are aware of the procedure.
- C. **Human Resources Department:** Ensure that procedures are covered with new employees through the employee orientation process; make sure new employees sign an electronic timekeeping acknowledgement form; and ensure time/leave entry is consistent across the organization.
- D. **Employees:** Make accurate entries into WAM and leave requests through EBS.

III. GUIDELINES

- A. No employee shall approve their own time. Exceptions must be approved by an Officer or the GM/CEO.
- B. Supervisors are responsible for monitoring and approving time of all direct reports.
- C. Employees shall report any violations of the Time Entry Procedure to the appropriate director, manager, or supervisor.

IV. PROCEDURES

☐ ORIGINAL ☒ REVISION No. 4

APPROVED: NOVEMBER 30, 2017

APPROVED BY: D. W. Trip GENERAL MANAGER

PROCEDURE: TIME ENTRY	SECTION NUMBER: 2.C.5
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- A. Employees should enter time daily into the electronic system based on direction provided by the appropriate director, manager, or supervisor.
- B. Employees should submit their timesheets for approval no later than 12:00 p.m. on Monday for the prior work week, or sign a timesheet for verification/approval of hours worked if time is entered by someone else.
- C. Supervisors will verify time worked and approve timesheets no later than 2:00 p.m. on Monday for the prior work week. The supervisor should enter any time and/or leave for employees absent and not able to enter their own time to meet this deadline.
- D. In the event that it is necessary to delegate the authority to approve timesheets, that authority must be delegated to the approver's immediate Supervisor, or a Director, Manager or Supervisor with a WAM approval level that is equal to or greater than that of the approver.
- E. If any employee approves their own time by mistake, they must immediately notify their supervisor. If the mistake is caught before time is posted for that pay period, either the employee or supervisor should notify the appropriate Application Specialist and request that the time be taken back to 'created' status. In the event that the Application Specialist is not available, Payroll should be notified directly. Once time is posted, the approver cannot be changed in the system.
- F. If an employee intentionally approves their own time, or has multiple instances of approving their time by mistake, the supervisor shall discuss the issue with Human Resources to determine the appropriate disciplinary action.

V. EFFECTIVE DATE

This procedure replaces all previous procedures and shall become effective upon approval.

PROCEDURE:

UNIFORMS

SECTION NUMBER:

2.C.12**I. PURPOSE**

The purpose of this procedure is to outline guidelines related to PWC uniforms.

II. RESPONSIBILITIES

- A. Directors, Managers, Supervisors:** Responsible for enforcing the provisions of this procedure and monitoring uniform distributions and payments.
- B. Employees:** Responsible for adhering to the provisions of this procedure and coordinating uniform issues with designated department contact.

III. GUIDELINES

- A. The PWC will lease and furnish standardized uniforms to employee groups based on work responsibilities.
- B. Directors, Managers and Supervisors are responsible for ensuring that employees who are issued uniforms wear those uniforms during working hours.
- C. Uniforms must meet the standards set by the Occupational Safety & Health Act (OSHA), and the American National Standards Institute (ANSI).
- D. All new employees required to wear uniforms will be issued uniforms and will sign an agreement stating that should they leave the employ of PWC for any reason and fail to return all uniforms prior to exit interview, the total cost less depreciation of the uniforms will be deducted from their final paycheck (see Attachment #1).
- E. Uniforms will be replaced by the uniform company as they wear out. Any lost, stolen or abused uniforms will be replaced at the employee's expense.
- F. Uniform cleaning services and change orders must be coordinated with the appropriate department contact.
- G. All employees are expected to keep uniforms as neat and clean as their job requirements permit.

IV. EFFECTIVE DATE

This procedure will become effective on the date of approval.

☐ ORIGINAL ☒ REVISION No. 1

APPROVED: OCTOBER 1, 2012

APPROVED BY:  GENERAL MANAGER

UNIFORM LEASE AGREEMENT

This is to certify that on this date I was issued uniforms as a part of the Lease Agreement between PWC and the uniform service provider. I understand that I am responsible for all uniforms issued to me and that failure to return all uniforms prior to leaving the employment of PWC will result in a deduction from my final pay check. The amount of deduction will be based on the original cost of the uniform less depreciation, as calculated by the uniform service provider.

Date: _____

Employee Name: _____

Employee Signature: _____

Employee Number: _____

Department: _____

PROCEDURE: PROMOTION	SECTION NUMBER: 2.C.15
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I. PURPOSE

The purpose of this procedure is to provide a method to fill vacancies that supports advancing qualified employees in their careers with the PWC.

II. DEFINITION

Promotion – A move from one position to another at a higher salary grade.

III. RESPONSIBILITIES

- A. Chief Executive Officer:** Reviews and approves all appropriately justified recommendations for promotion of employees.
- B. Officers, Directors, Managers, and Supervisors:** Select and/or review recommendations from supervisors for employee promotions; support and advocate the advancement of qualified employees.
- C. Human Resources Department:** Ensures that all vacancies are posted in each department to give all employees an equal opportunity to apply; obtains the necessary approvals for all promotions; ensures agreement of the effective date of employee's transfer from one department to another as a result of a promotion; notifies the employee of the promotion.
- D. Employees:** Seek career development advice from Supervisors and/or the Human Resources and/or Training and Development Departments; apply for positions in order to be considered for selection.

IV. GUIDELINES

PWC will seek qualified employees for all vacant positions, giving first consideration to promoting from among those already employed by the PWC and across departmental lines. In the absence of current employees as qualified candidates for promotion, vacancies shall be filled by recruiting from outside the PWC workforce.

- A.** Employees shall be considered for promotion on the basis of job related experience, skill, knowledge, and ability, and on the basis of a review of the quality of past performance and general suitability for the higher level position. Factors that are not job related, such as political preference,

☐ ORIGINAL ☒ REVISION No. 1

APPROVED: MAY 19, 2015

APPROVED BY:  GENERAL MANAGER

PROCEDURE: PROMOTION	SECTION NUMBER: 2.C.15
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religion, age, sex, color, and race, shall not be considered in judging eligibility for promotion.

- B. When the promotional qualifications of two or more employees are judged to be equal, the one with the longest service with the PWC shall be promoted. However, an employee is normally expected to have served at least six (6) months in his or her current position before being considered for promotion.
- C. An Officer, Director, Manager, and/or Supervisor's recommendation to promote an employee shall be reviewed by the Human Resources Department and approved by the Chief Executive Officer.
- D. Upon promotion, an employee shall be moved within the new salary grade.

V. PROCEDURES

A. Internal Job Posting and Selection

- 1. All PWC vacancies will be posted internally to provide all employees with information on available opportunities.
- 2. To be considered for a new position, employees must apply for an internal vacancy through the Human Resources Department by the established closing date.
- 3. All qualified internal applicants will be forwarded to the Department Supervisors for review and promotional consideration of the employee.
- 4. Supervisors will review all internal applications, conduct interviews, and contact references before selecting a candidate for the open position.
- 5. Directors or designee(s), with guidance from their HR Advisor, will submit documentation to the Human Resources Department clearly specifying their selection, salary calculation, and effective date of promotion. Any promotion which results in an employee leaving one department for employment in another department will require that both departments agree on an appropriate effective date, not to exceed two weeks from the date of selection.

PROCEDURE: PROMOTION	SECTION NUMBER: 2.C.15
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6. The Human Resources Department will review the selection and obtain the Chief Executive Officer's approval prior to notifying the applicant of the decision, the effective date of the promotion, and the actual salary increase.

B. Interim Promotions

1. An interim promotion occurs when an employee is assigned the duties of a position having a higher salary grade for a specified period of time. During the interim assignment, the employee will receive a promotional increase of at least 5% or an amount equal to the minimum salary grade of the newly assigned position, whichever is greatest.
2. If an employee's regular performance appraisal becomes due while they are temporarily promoted, the evaluation will be administered as scheduled. Pay will be increased as evaluation dictates. When the employee is returned to their regular position, the salary will be adjusted back to its previous level plus the performance appraisal pay based upon the previous salary.
3. Should a temporary promotion become regular, eligibility for a merit increase will be effective on the one (1) year anniversary of being made regular in the position.

VI. EFFECTIVE DATE

This procedure replaces all previous procedures and becomes effective upon approval.

PROCEDURE: DEMOTION	SECTION NUMBER: 2.C.16
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I. PURPOSE

The purpose of this procedure is to provide alternative employment when it is an appropriate solution for employees who are unable to satisfactorily perform the duties in their current position.

II. DEFINITION

Demotion – A move from one position class to another in an authorized vacancy that is assigned to a lower salary grade.

III. RESPONSIBILITIES

- A. Officers, Directors, Managers, and Supervisors:** Review circumstances and facts concerning employee's ability to perform their current job duties and responsibilities; recommend demotions to the Chief Executive Officer through the Human Resources Department; and advise employees on the impact of demotions.
- B. Human Resources Department:** Receive documentation for voluntary and involuntary demotions; and review documentation for compliance with established policies and procedures.
- C. Employees:** Apply for a vacant position following the established recruitment procedures if requesting a voluntary demotion.

IV. GUIDELINES

The PWC may demote an employee when a vacant position is available as a result of circumstances that include, but are not limited to, the following:

- A.** When an employee is not able to meet the essential requirements of their position.
- B.** When an employee requests the demotion through the existing job selection process.

☐ ORIGINAL ☒ REVISION No. 1

APPROVED: MAY 28, 2015

APPROVED BY:  GENERAL MANAGER

PROCEDURE: DEMOTION	SECTION NUMBER: 2.C.16
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V. PROCEDURES**A. Documentation of Demotions**

1. The Department Manager will document recommendations for demotions and submit them to the Division Officer and the Human Resources Department.
2. The Human Resources Department will review all documentation required to demote the employee.
3. The Human Resources Department will obtain the Chief Executive Officer's approval and place the documentation in the employee's official personnel file.
4. Any employee who is recommended for an involuntary demotion has the right of appeal through the Grievance Procedure.

B. Salary Adjustments

1. The Division Officer and the Human Resources Department will recommend an appropriate salary for the employee based on the qualifications of the employee to perform the duties of the position for which the employee is being demoted to.
2. Unless deemed inappropriate by the Chief Executive Officer, all employees being demoted will receive a minimum 5% reduction in salary.
3. The Human Resources Department will submit the completed Personnel Action Form to the appropriate Division Officer and the Chief Executive Officer for final approval.
4. The Human Resources Department will communicate the required change and implementation date to the appropriate departments and impacted employees as necessary.

VI. EFFECTIVE DATE

This procedure replaces all previous procedures and is effective upon approval.

PROCEDURE: TRANSFER	SECTION NUMBER: 2.C.17
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I. PURPOSE

The purpose of this procedure is to establish guidelines related to employee transfers within and between departments, divisions, or work units in order to maximize the utilization of human capital.

II. DEFINITION

Transfer – A lateral move from one department, division, or work unit to another without change in salary grade.

III. RESPONSIBILITIES

- A. Chief Executive Officer:** Reviews recommendations for transfers and approves or denies the request as appropriate.
- B. Officers, Directors, Managers and Supervisors:** Reviews staffing levels and service delivery indicators; notifies the Chief Executive Officer of any potential need for transferring employees to meet changes in workloads or emergencies which require temporary or permanent transferring of resources; encourages and counsels employees who have an interest in pursuing other career opportunities with PWC.
- C. Human Resources Department:** Distributes all PWC vacancies to departments for posting; reviews all employment selections to ensure that the transfer will be in the best interest of the PWC; and counsels employees requesting transfers to clarify career interests and job satisfaction as needed.
- D. Employees:** Keeps supervisor informed of any interest in potential mobility, increased career development, and/or improved job satisfaction.

IV. PROCEDURES

A. Lateral Transfer As a Result of a Vacancy

1. When an employment selection results in a voluntary internal transfer, the Director or designee will prepare the Personnel Action Form (available on the Human Resources' intranet site) requesting the transfer of the employee to vacant position.

☐ ORIGINAL ☒ REVISION No. 1

APPROVED: MAY 19, 2015

APPROVED BY:  GENERAL MANAGER

PROCEDURE: TRANSFER	SECTION NUMBER: 2.C.17
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2. The Director or designee will then forward the Personnel Action Form to the Human Resources Department for review.
3. After establishing a mutually acceptable effective date of transfer, the Human Resources Department will forward the Personnel Action Form to the appropriate Division Officer for approval.
4. The Chief Executive Officer will provide the final approval.
5. The Human Resources Department will notify the Director or designee of the final approval date and any other actions necessary to implement the transfer.
6. The Department Manager or designee is responsible for ensuring all assets assigned to the employee (to include keys, badges, equipment, etc.) are returned or transferred to the appropriate departments.

B. Transfers as a Result of Emergency or Shift in Peak Workload Cycles

1. As a result of unanticipated emergencies or shifts in peak work cycles of a temporary nature, the Department Manager will reassign work duties as needed.
2. The Department Manager will notify affected employees of the new work duties and expected timeframe for the temporary assignment.
3. The Department Manager will notify affected employees that salaries will not be adversely impacted by the temporary transfer.
4. Employees are expected to fully cooperate and provide the best service possible in times that temporary transfers are needed.
5. Once the temporary situation is resolved, the employee will resume normal work duties.

C. Transfers as a Result of Changes in Organizational Needs/Priorities

1. As a result of changes in organizational priorities, programs, and/or service delivery, employee transfers may be required to meet the needs of the PWC.

PROCEDURE: TRANSFER	SECTION NUMBER: 2.C.17
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2. For departments impacted by this type of change, the appropriate Department Manager will review current staffing and prepare a recommendation for transfers required to meet new requirements.
3. The Department Manager will submit all recommendations for changes that affect reassigning personnel to the Division Officer and the Human Resources Department for review and approval.
4. The Human Resources Department will complete the Personnel Action Form(s) for impacted employee(s) and submit for approvals with the Chief Executive Officer having final approval
5. All affected employees will be informed at least two (2) weeks prior to any transfers of the conditions of the transfer (permanent, temporary, change in duties, etc.).
6. The Department Manager or designee is responsible for ensuring all assets assigned to the employee (to include keys, badges, equipment, etc.) are returned or transferred to the appropriate departments.

V. EFFECTIVE DATE

This procedure will become effective upon approval.

PROCEDURE:

BEREAVEMENT LEAVE AND SENTIMENT GUIDELINES

SECTION NUMBER:

2.E.7

I. PURPOSE

The purpose of this procedure is to ensure compassion, consistency, and equality in recognizing the death of an active or retired employee or the immediate family member of an employee.

II. DEFINITIONS

- A. Bereavement Leave** – Employee time away from work due to the death of an immediate family member as defined in this procedure.
- B. Immediate Family Member** – Includes spouse, child, parent, sister, brother, grandparent, grandchild, and in-laws of the employee.

III. RESPONSIBILITIES

- A. Chief Executive Officer:** Review and process leave requests for Officers and ensure that bereavement guidelines are implemented according to the established procedures.
- B. Officers, Directors, Managers, Supervisors:** Explain bereavement leave procedures and sentiment guidelines to employees, review requests for leave, review leave accrual records to ensure the employee has adequate leave to cover the request, ensure accurate documentation of leave requests are sent to the Human Resources Department, and share information about the death of an employee/retiree or an immediate family member of an employee with Human Resources as needed.
- C. Human Resource Officer:** Review and process leave requests, coordinate employee notification procedures, arrange for purchase and delivery of condolence flowers/cards to employees and/or families, and coordinate lowering of the flag in the event of the death of a current employee.
- D. Communications and Community Relations Division:** Publish notifications in the employee newsletter and provide assistance to the Human Resources Department as needed to facilitate the employee notification process.
- E. Employees:** Adhere to guidelines and processes documented in this procedure.

☐ ORIGINAL ☒ REVISION NO. 2APPROVED: OCTOBER 1, 2012APPROVED BY:  GENERAL MANAGER

PROCEDURE: BEREAVEMENT LEAVE AND SENTIMENT GUIDELINES	SECTION NUMBER: 2.E.7
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IV. GUIDELINES

- A. A maximum of three (3) days sick leave may be taken for bereavement. Should additional days become necessary, the employee has the option of taking vacation leave or excused leave without pay.
- B. PWC funds cannot be used for donations to medical societies, scholarship funds, or any other foundation that is specified "in lieu of flowers."

V. PROCEDURES

- A. In the event of the death of an immediate family member, current employees should notify their supervisor and indicate how much time off will be needed.
- B. Upon learning of the death of an employee/retiree or the immediate family member of an employee, employees are asked to contact their supervisor. The supervisor will contact Human Resources.
- C. Employees are asked to refrain from sending out companywide notices. A formal announcement will be sent to all PWC employees through the Human Resources Department. The Communications and Community Relations Division will publish notifications in the employee newsletter and provide assistance to the Human Resources Department as needed to facilitate the employee notification process.
- D. The Human Resources Department will send a sympathy card to the employee, employee's family (spouse, child, parent, sister, and brother), or retiree's family as appropriate.
- E. Upon the death of a PWC employee, the Human Resources Department will send a floral arrangement to the designated funeral home or other address. The cost for the arrangement will be charged to the department in which the employee worked. As this is a companywide sentiment, it is not necessary for a department to send any other PWC specific gift or condolences.
- F. The PWC flag will be lowered to half-staff in accordance with PWC Procedure "Flags Flown at Half-Staff" to recognize and honor the death of an active PWC employee.

PROCEDURE:

BEREAVEMENT LEAVE AND SENTIMENT GUIDELINES

SECTION NUMBER:

2.E.7**VI. EFFECTIVE DATE**

This procedure replaces all previous procedures and will become effective upon approval.

PROCEDURE: SERVICE AWARDS	SECTION NUMBER: 2.E.9
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I. PURPOSE

The purpose of this procedure is to recognize and reward full-time employees based on their length of service at PWC.

II. APPLICABILITY

This procedure applies to all active, full-time employees of PWC. Employees are eligible for service awards based on 5-year increments, or milestones, beginning with year five (5) and continuing until the employee is no longer an active, full-time employee.

III. RESPONSIBILITY

- A. Officers, Directors, Managers, and Supervisors:** Ensure enforcement of procedures, share information with employees, and coordinate activities with the Human Resources Department.
- B. Human Resources Department:** Identify employees eligible for service awards based on years of service, share information with the service award vendor, provide assistance to employees, facilitate receipt and distribution of awards, and coordinate semi-annual service award function.

IV. GUIDELINES

- A.** Full-time employees will be recognized at each 5-year increment of continuous service as an employee at PWC.
- B.** At each 5-year increment, each employee will receive a service award. Service awards (or gifts) are tangible in nature. The gift's value will increase as the number of years increase.
- C.** Eligible employees will be recognized at the semi-annual service award function.

V. PROCEDURES

- A.** The Human Resources Department will identify eligible employees and notify them of eligibility for service awards.

☐ ORIGINAL ☒ REVISION NO. 1

APPROVED: OCTOBER 1, 2012

APPROVED BY:  GENERAL MANAGER

PROCEDURE: SERVICE AWARDS	SECTION NUMBER: 2.E.9
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- B. At each milestone (e.g., 5, 10, 15, 20, 25, 30, 35, 40, 45, 50 years), employees will be allowed to select one gift from a catalog provided by the service award vendor. Gifts will be assigned a value based on the years of service.
- C. The Human Resources Department will coordinate efforts with the service award vendor to place gift orders. All awards will be delivered to the Human Resources Department.
- D. Service awards will be presented to employees by an Officer, Director, Manager, or Supervisor as near as possible to the employee's milestone date. If possible, the award should be presented in the presence of work colleagues in an official setting, e.g., staff meeting or safety meeting. Accommodations will be made for shift operations or scheduling constraints.
- E. The Human Resources Department will schedule and coordinate the semi-annual service award function.
 - 1. Upon receiving information from the Human Resources Department, Officers will share details with all eligible employees and the assigned Director, Manager, and/or Supervisor.
 - 2. All employees reaching a milestone in the last designated six-month period will be recognized at the service award function.
 - 3. If possible, the CEO/General Manager will present formal service awards (certificate, pen) along with the appropriate Officer.

VI. EFFECTIVE DATE

This procedure becomes effective upon approval.

PROCEDURE: REDUCTION IN WORKFORCE	SECTION NUMBER: 2.F.1
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I. PURPOSE

The purpose of this procedure is to standardize proper processes to follow in the event of a reduction in workforce.

II. DEFINITION

Reduction in Workforce – A separation from employment because of an organizational change, lack of work, lack of funds, or other reasons that reflect no discredit upon the employee.

III. RESPONSIBILITIES

- A. Chief Executive Officer/General Manager:** Approves all reduction in workforce separations as deemed necessary.
- B. Human Resource Officer:** Informs the Chief Executive Officer of all requests for workforce reduction; and provides the Chief Executive Officer with information justifying the reduction in workforce.
- C. Officers, Directors, Managers:** Submits requests for workforce reductions along with documentation justifying request.

IV. GUIDELINES

- A.** The Chief Executive Officer shall make decisions related to reductions as necessary based on the critical needs of the PWC.
- B.** No regular, full-time employee shall be separated while there are temporary part-time or probationary employees serving in the same class in the division unless the regular, full-time employee is not willing to transfer to the position held by the non-regular employee.
- C.** Employees terminated as a result of the approved reduction in workforce actions may be eligible to receive a severance package. Details of any such package will be shared with the affected employees before the date of separation.

☒ ORIGINAL ☐ REVISION No. _____

APPROVED: OCTOBER 1, 2012

APPROVED BY:  GENERAL MANAGER

PROCEDURE: REDUCTION IN WORKFORCE	SECTION NUMBER: 2.F.1
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V. PROCEDURES

- A. Upon notification from the Chief Executive Officer that reduction in workforce actions are necessary, the Division Officers will develop recommendations for the impacted departments based on employee job performance, seniority, and other criteria as appropriate.
- B. The Human Resource Officer will review division recommendations and complete the Personnel Action Form for each position impacted.
- C. The Human Resource Officer will submit the completed Personnel Action Forms to the appropriate Division Officer and Chief Executive Officer for final approval.
- D. The Human Resource Officer and Department Manager will notify impacted employees of the anticipated separation date along with other information related to the severance procedures and benefits.

VI. EFFECTIVE DATE

This procedure replaces all previous procedures and becomes effective upon approval.

PROCEDURE: ACCOUNTS PAYABLE	SECTION NUMBER: 3.A.7
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I. PURPOSE

To establish uniform procedures for processing invoices and payment requests.

II. RESPONSIBILITY

- A. Chief Executive Officer, Division Officers, and Department Managers/Directors:** Responsible for enforcing provisions in this procedure.
- B. Accounts Payable Department:** Responsible for processing invoices and other payments, and ensuring proper approvals have been obtained.

III. PROCEDURES**A. Approval of Invoices**

1. All invoices for purchase order items are received in the electronic Accounting System. Invoices are sent to Accounts Payable for processing. The Receipt Number and PO Line Number must be included on the face of the invoice.
2. All invoices for non-purchase order items must be approved by the appropriate Officer or staff designated by the Officer.
3. All procurement card transactions, Expense Reports and Business Use of a Personal Vehicle Forms must be approved by the Department Manager/Director *and* the Division Officer.
4. Invoices must be coded with the appropriate Account Codes (Fund, Cost Center, Cost Type, Work Order/Task Number if applicable, Activity, and Budget Code) before being submitted to Accounts Payable for payment.

B. Payment of Invoices

1. Accounts Payable will issue payments, at a minimum, each week.
2. The cut-off for items to be paid in the same week will be noon each Tuesday.

☐ ORIGINAL ☒ REVISION No. 3

APPROVED: MAY 19, 2015

APPROVED BY:  GENERAL MANAGER

PROCEDURE: ACCOUNTS PAYABLE	SECTION NUMBER: 3.A.7
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C. Requests for Payments

1. All payment requests (other than invoices) are processed electronically in EBS. Employees need to complete a paper "Check Request Form" and attach any related backup documents and submit directly to Accounts Payable for processing. The request is entered in EBS and it is routed to the appropriate Department Supervisor/Manager and/or Officer, who will approve it electronically.
2. All payment requests should be coded with the appropriate Account Codes (Fund, Cost Center, Cost Type, Work Order/Task if applicable, Activity, and Budget Code) before being submitted to Accounts Payable.

IV. EFFECTIVE DATE

This procedure shall become effective upon approval and will supersede any other Accounts Payable procedures previously identified.

PROCEDURE: BUDGET OPTION	SECTION NUMBER: 3.B.1
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I. PURPOSE

The purpose of this procedure is to establish guidelines for requests made by residential customers to have their accounts set up on the Budget Option.

II. DEFINITION

Budget Option – Residential customers pay a set amount each month based on 12 months of billed history.

III. GUIDELINES**A. Establishing a Budget Account**

1. Customers should be encouraged to have a zero account balance. No customer with an overdue balance shall be placed on this plan.
2. The service location must have at least six (6) months of billed history.
3. All metered services will be required to be placed on this plan (including multiple locations).
4. Customers should be encouraged to have their account set up on Auto Pay as a payment option.

B. Determining Monthly Budget Payments

1. To estimate the customer's usage, the system calculates the Budget amount based on 6 to 12 months of billing history.
2. Budget accounts will be reviewed monthly by a designated Customer Service Representative to determine if amounts are out of range. If there is a change in the Budget amount a notification letter will be sent to the customers.
3. Miscellaneous Charges such as service charges, connect fees, billed deposit, or any other miscellaneous charges, are not a part of the Budget calculation.

☐ ORIGINAL ☒ REVISION No. 2

APPROVED: MAY 19, 2015

APPROVED BY:  GENERAL MANAGER

PROCEDURE: BUDGET OPTION	SECTION NUMBER: 3.B.1
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4. The total amount due on the customer's statement will reflect the Budget amount plus any charges that are applicable.

C. Credit Balances

1. If a customer requests to be removed from the plan and has a credit balance, PWC will apply the credit to the account.
2. Refund checks will be issued if requested.

D. Final Bills

1. For final bills, the actual charges are billed instead of the monthly Budget amount.
2. If a Budget account has a credit balance, the credit balance will be first applied to the final bill. The remaining balance will be refunded to the customer.

E. Delinquent Budget Option

1. Customer Service Representatives should avoid granting extensions.
2. The following events will occur once an account becomes delinquent:
 - a. An electronic notification will be generated of delinquent Budget accounts with overdue balances greater than 50 days. A designated Customer Service Representative will take appropriate action with the customer which may or may not include mailing a warning letter.
 - b. Generally, a customer will not be allowed to rejoin the Budget Plan for 12 months from the date the customer is removed from the Plan.

F. Severance Process

1. Budget Plan will be canceled at the time of the severance process. (Non-payment)
2. A CSR will notify the customer by letter when they are removed from the Budget Plan.

PROCEDURE: BUDGET OPTION	SECTION NUMBER: 3.B.1
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G. Budget Annual Review

PWC will recalculate after 12 months of billing and annually thereafter. During the review, the system recalculates the monthly Budget amount by the same method used for calculating the initial Budget amount.

1. The Budget amount will change if the difference between the old Budget amount and the new calculated Budget amount (including the account balance) is plus or minus 30%.
2. Debit or Credit amounts are automatically included in the next year's Budget monthly amount calculation.
3. Once the recalculation process has been completed, the customer will be notified by a letter.
4. Reports will be generated monthly to monitor all Budget accounts.

IV. EFFECTIVE DATE

This procedure shall be effective on the date of approval.

PROCEDURE:

WASTE WATER ONLY ACCOUNTS – CUT OFF

SECTION NUMBER:

3.B.2**I. PURPOSE**

The purpose of this procedure is to define procedures to cut off a waste water only account.

II. APPLICABILITY

This procedure applies to delinquent waste water only account customers of the PWC.

III. RESPONSIBILITY

- A. Customer Service:** Responsible for maintaining and documenting relevant facts and data; coordinating communications efforts with the Water/Sewer Construction Department and external agencies; and processing customer payments.
- B. Water/Sewer Construction Department:** Responsible for coordinating efforts with Customer Service and external agencies as needed; and disconnecting waste water services when necessary.

IV. PROCEDURES**A. Payment of Delinquent Accounts**

1. If the customer wishes to pay after disconnection of the waste water service, the account must be paid in full, plus applicable fees based on the current Rate Schedule, before service is reinstated.
2. Payments must be made by cash, credit card, certified check or money order.

B. Disconnection of Service

1. Customer Service Administration will request a smoke test on the address to be cut off.
2. Customer Service Administration will search the County database to verify property owner.

☐ ORIGINAL ☒ REVISION No. 2

APPROVED: MAY 28, 2015APPROVED BY:  GENERAL MANAGER

PROCEDURE: WASTE WATER ONLY ACCOUNTS – CUT OFF	SECTION NUMBER: 3.B.2
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3. Customer Service Administration will contact Aqua Water Company to verify current customer at the premise.
4. Customer Service Administration will email the Water/Sewer Construction Department a list of the delinquent customers to be disconnected.
5. Water/Sewer Construction will notify a third party to locate the buried lines and then add an elder valve in the sewer line so the services can be stopped.
6. If payment has not been made within two working days from the disconnection date, Customer Service Administration will mail a letter to the Cumberland County Health Department to notify them.
7. If an unsafe environment exists, law enforcement presence may be requested for the PWC crew.

V. EFFECTIVE DATE

This procedure will become effective upon approval.

PROCEDURE: PUBLIC RECORDS REQUESTS	SECTION NUMBER: 1.B.5
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I. PURPOSE

The purpose of this document is to establish uniform procedures for responding to public records requests according to Chapter 132 of the North Carolina General Statutes.

II. RESPONSIBILITIES

- A. Legal Services Department** – Responsible for receiving and processing public records requests, to include coordinating efforts with appropriate department/division staff and PWC Attorney as needed.
- B. Officers, Managers, Supervisors** – Responsible for collecting, compiling and sharing information with the Legal Services Department and/or records requestor in a timely manner.

III. GUIDELINES

- A.** All employees shall follow the guidelines and requirements as set forth in this procedure and the Public Records Law as defined in North Carolina General Statutes, Chapter 132.
- B.** The term "public record" refers to all documents, papers, letters, maps, books, photographs, films, sound recordings, tapes, or electronic data made or received in connection with the transaction of public business by any agency of North Carolina.

IV. PROCEDURES

- A.** Any PWC staff member that receives a request related to public records must direct the requestor to the Legal Services Department.
- B.** The requestor will be asked to complete the Public Records Request Form (Form #1).
- C.** Once the form is received by the Legal Services Department, the request will be reviewed to determine if external legal advice is required. If so, the Legal Services Department will submit the form to the PWC attorney for guidance.

☐ ORIGINAL ☒ REVISION No. 1

APPROVED: OCTOBER 1, 2012

APPROVED BY:  GENERAL MANAGER

PROCEDURE: PUBLIC RECORDS REQUESTS	SECTION NUMBER: 1.B.5
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- D. After any legal issues are resolved and the request is approved, the Legal Services Department will determine which department(s) are best suited to research and prepare the information for release to the requestor. The form, along with any pertinent notes from the Legal Services Department and/or PWC Attorney and instructions for release of information, will be forwarded to the designated Officer or designee.
- E. The appropriate Officer or designee will research, compile and prepare for distribution the requested information in a timely manner. The timeframe will be mutually agreed upon by the Legal Services Department and designated Officer.
- F. Once the information is ready for release, the Officer or designee will notify the Legal Services Department and share information related to the quantity of materials to be delivered.
- G. In accordance with the provisions described in NC General Statue 132, Legal Services may require fees from the requestor before completing the request.
- H. If fees are required, the Accounts Payable Department will submit an invoice to the requestor. The requestor must submit proof of payment to the Legal Services Department before any materials are released.
- I. The requested information may be provided directly to the requestor by the PWC designee or through the Legal Services Department, depending upon the type of information to be shared and direction provided by the designated Officer and/or the PWC Attorney.
- J. When the request has been fulfilled, the Legal Services Department and/or Officer shall be notified. The Legal Services Department will keep records on the request and fulfillment date.
- K. If at any point in the process the requestor fails to meet requirements or the request is cancelled, the Legal Services Department will notify all parties of the updated status.

IV. **EFFECTIVE DATE**

This procedure will be effective upon approval.

PROCEDURE:

SECTION NUMBER:

INFORMATION SYSTEMS USER REQUIREMENTS

1.C.1

I. PURPOSE

The purpose of this procedure is to educate employees about Information Systems (IS) user requirements and how to protect IS infrastructure and data.

II. RESPONSIBILITY

- A. **Officers, Directors, Managers, Supervisors:** Responsible for communicating employee requirements to IS Department; reviewing/approving employee requests for equipment, software or data access; and enforcing the provisions of this procedure.
- B. **Information Systems (IS) Department:** Responsible for communicating requirements and requests to staff; providing support to employees; responding to requests for assistance in an appropriate manner; and supporting compliance efforts.
- C. **Employees:** Responsible for complying with procedures, notifying IS staff of any non-compliance issues, and communicating requests in a timely manner.

III. GUIDELINES

- A. Internet access, email accounts, and data sent or received using any PWC system, network, hardware, equipment or device is the property of the PWC. The PWC reserves the right to restrict, inspect, copy, store and disclose the contents of email messages and website visits. This will be done only when appropriate to prevent or correct improper use, satisfy a legal obligation, or ensure proper operation of the email and Internet facilities.
- B. Privacy or confidentiality of any email message or data received via the Internet or email cannot be guaranteed. All correspondence is considered a public record according to the North Carolina Public Records Act.
- C. All communications, including text and images, can be disclosed to law enforcement or other third parties without prior consent of the sender or the receiver.
- D. The confidentiality and integrity of data stored on PWC computers and other equipment must be protected at all times.

☒ ORIGINAL ☐ REVISION NO. _____APPROVED: OCTOBER 1, 2012BY: 

GENERAL MANAGER

PROCEDURE:

SECTION NUMBER:

INFORMATION SYSTEMS USER REQUIREMENTS**1.C.1**

- E. Only authorized employees have access to the PWC network. Access shall be restricted to only those systems that have been approved for the employee and are appropriate for their position.
- F. Other PWC policies and procedures governing ethical guidelines or oral/written communications shall also pertain to email and Internet access.

IV. PROCEDURES**A. New Users**

- 1. To request new hardware or software for a new employee, the appropriate Supervisor must complete the IS Justification Form (available on the IS Intranet page).
 - a. IS Department staff will work with the Supervisor to ensure that the appropriate hardware and software are ordered to meet the employee's needs.
 - b. The IS Justification Form should be submitted at least two (2) weeks prior to the employee's first day of work to allow time for ordering and preparing the computer and software for use.
- 2. To establish a new user on the PWC network (to include telephones and other telecom needs), a request must be submitted by the appropriate Supervisor using the Information Services Request Form located on the IS Intranet page at least two (2) weeks prior to the employee's first day.
 - a. If the new user requires an email account, authorization will be required from the appropriate Division Officer.
 - b. Access to specific applications/databases may require approval from the designated Cost Center representative.
 - c. IS staff will obtain and document the appropriate approvals required to establish new users after the Information Services Request Form has been submitted.

PROCEDURE:

SECTION NUMBER:

INFORMATION SYSTEMS USER REQUIREMENTS

1.C.1

3. For current employees needing new access privileges or transfers, the Information Services Request Form must be submitted two weeks prior to the requested move or start date.

B. Requesting Assistance

1. Employees have three ways to request assistance from the IS Department:

a. Email (Preferred Method)

- i. Submit a work order through the IS Work Order System by sending an email to isworkorder@faypwc.com.
- ii. When possible, include one of the following descriptive terms as the Subject for the email:

Cell Phone	Pager	Radio
Telephone	Logica	Printer
Monitor	Computer	Network
Programming	Application Review	Budgeting

- iii. The body of the email should contain a specific description of the issue, the level of urgency, and relevant identifying information, to include:

User name	Computer #	Barcode #
Phone #	Serial #	Product
Location		

- iv. Once the email has been submitted, the requestor will receive an email indicating that a work order has been created, along with the work order number assigned to the issue. Status of work orders can be monitored using the following intranet link: <http://isprod/TrackitWEB70/scripts/trackit.asp>.

b. Call

- i. Call the Help Desk at extension 4317 for computer and related peripheral assistance.

INFORMATION SYSTEMS USER REQUIREMENTS**1.C.1**

- ii. Call extension 4300 for communications equipment (telephones, pagers, cell phones, radios) assistance.

c. Create a Work Order

- i. Employees can choose to enter a work order directly into the Track-It system by using the following intranet link:
<http://isprod/TrackitWEB70/scripts/trackit.asp>.
- ii. For detailed instructions on creating a work order, visit the IS Intranet site at:
<http://intranet.pwc.is/default.htm>.

C. User IDs and Passwords

1. IS will assign User IDs and passwords to all employees. User IDs and passwords will be required for access to the network and all applications.
2. To protect their passwords and User IDs, employees must:
 - a. Record passwords where they cannot be easily obtained by others.
 - b. Never disclose their User ID or password to others.
 - c. Change passwords at required intervals.
 - d. Use complex passwords that will not be easily guessed by others.
 - e. Never disable the automated screen lock without direct permission from the IS Department. (Exceptions are granted on a limited basis, and only when computers are located in a secured area.)
 - f. Log out when leaving a workstation for an extended period of time.
 - g. Change the password immediately if it may have become known to others.

<p>PROCEDURE:</p> <p>INFORMATION SYSTEMS USER REQUIREMENTS</p>	<p>EXHIBIT A</p> <p>SECTION NUMBER: Page 72</p> <p>1.C.1</p>
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3. Employees will be responsible for all computer transactions that are made with their User ID and password.
4. To request access to the network outside of PWC, employees must obtain an authorized VPN connection through the IS Department.

D. Electronic Data Access

1. The IS Department will work with the appropriate Officers, Managers and Supervisors to assign electronic data access privileges for employees.
2. When an employee needs to access electronic data outside of their assigned applications, the following procedures will be followed:
 - a. The employee must make a formal request to their Supervisor. If approved, the Supervisor will then submit the request in writing to the appropriate Department Manager.
 - b. At the Department Manager's discretion, the written request may also be forwarded to the appropriate Officer for approval.
 - c. Approved requests will be forwarded to the Director of Information Systems. If the request involves access to personnel data, the IS Director will require written verification from the Human Resource Officer that the request is in compliance with any legal requirements.
 - d. After development of necessary programs and security clearances, IS will make the appropriate levels of access available to the employee. The appropriate department Manager and Supervisor will be notified of actions taken.
 - e. Every individual accessing PWC data shall be responsible for adhering to the N.C. Public Records Statute 132. A copy of this Statute is available on the PWC Intranet Site.

E. Electronic Mail and Internet Access

1. PWC provides email and Internet access to employees as tools to help facilitate daily operations.

PROCEDURE:	SECTION NUMBER:
INFORMATION SYSTEMS USER REQUIREMENTS	1.C.1

2. Requests for email and Internet access must be approved by the appropriate Officer and then forwarded to the Information Systems Department (via the electronic Information Services Request Form located on the IS Intranet page).
3. Employees with email and Internet access are held accountable for the following usage requirements:
 - a. Employees will use email and Internet access as a method of communication, sharing information, and meeting obligations pertaining to the operations of the PWC.
 - b. Every individual with an email account is responsible for monitoring his/her email as often as is required for his/her particular job.
 - c. Employees will use MS Exchange and MS Outlook for e-mail applications.
 - d. Employees will use MS Internet Explorer as the standard web browser.
 - e. Every individual with an email account shall be responsible for adhering to the N.C. Public Records Statute 132 and the Municipal Records Retention and Disposition schedule. A copy of this statute is available on the PWC Intranet Site.
 - f. For more information on formatting and other usage requirements related to electronic correspondence, please refer to the PWC Communications Procedure.
4. Employees may not abuse or misuse email or Internet access, to include:
 - a. Activities and functions that interfere with the operations of the PWC or do not respect the image and reputation of the PWC.
 - b. Concealment or misrepresentation of names in email messages.
 - c. Use for personal or private business purposes.

<p>PROCEDURE:</p> <p>INFORMATION SYSTEMS USER REQUIREMENTS</p>	<p>EXHIBIT A</p> <p>SECTION NUMBER: 1.C.1</p>
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- d. Use that unreasonably interferes with or threatens other individuals.
 - e. Transmitting any content that is offensive, harassing or fraudulent.
 - f. Sending spam (unsolicited, non-PWC related email sent to multiple email addresses).
 - g. Transmitting copyrighted materials without permission.
 - h. Transmitting nonpublic customer or proprietary information. If it is necessary to transmit nonpublic or proprietary information, employees are required to take steps reasonably intended to ensure that information is delivered only to the proper person who is authorized to receive such information for a legitimate use.
5. Employees who abuse or misuse email or Internet access may be subject to appropriate disciplinary action, up to and including termination.

F. Computers and Equipment

- 1. Computers, equipment and peripherals will be allocated to employees based on approval from the IS Department and appropriate Supervisor, Manager and/or Officer. For more information on the request process and/or usage requirements for computers and equipment, please refer to the PWC Information Systems Equipment Procedure.
- 2. Employees are responsible for protecting all PWC resources, to include computers, equipment, peripherals and other materials. Any misuse or negligence resulting in damage or loss of any item may result in disciplinary action and/or requirement to reimburse the PWC for the cost of replacement or repair of the item.

G. Computer Virus Protection

- 1. Computer viruses are programs designed to make unauthorized changes to programs and data. Malicious viruses can cause destruction of PWC resources and create major disruptions to operations.

PROCEDURE:	SECTION NUMBER:
INFORMATION SYSTEMS USER REQUIREMENTS	1.C.1

2. The IS Department is responsible for reducing computer virus hazards by implementing enterprise-wide virus protection and intrusion detection software in addition to other precautionary measures.
3. Computer viruses are much easier to prevent than cure. Therefore, to support computer virus protection efforts, employees will:
 - a. Never disable or interrupt the memory resident antivirus program in any way.
 - b. Never knowingly introduce a computer virus into PWC computers.
 - c. Never use CDs, flash drives or other devices of unknown origin.
 - d. Ask the IS Department to scan CDs, flash drives and other devices for viruses before they are used.
 - e. Immediately power off the workstation and contact the IS Help Desk if symptoms of a virus are evident.
 - f. Contact the IS Help Desk for assistance if a specific program will not run while the antivirus program is running.
 - g. Contact the IS Help Desk about any unusual problems with your system, such as scrambled print or displays, noise from your monitor, strange displays, disk access problems, or anything that is out of the ordinary.

H. Copyrights

1. Employees must comply with all laws regarding intellectual property.
2. Employees are not permitted to copy, transfer, rename, add or delete information or programs belonging to others unless given express permission to do so by the owner.
3. Employees are legally bound to comply with the Federal Copyright Act (Title 17 of the U.S. Code) and all proprietary software license agreements.

<p>PROCEDURE:</p> <p>INFORMATION SYSTEMS USER REQUIREMENTS</p>	<p>EXHIBIT A</p> <p>SECTION NUMBER: 1.C.1</p>
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4. Failure to observe copyright or license agreements/laws may result in disciplinary action by the PWC and/or legal action by the copyright owner.

I. Software

1. Requests for software must be forwarded to the IS Department. The IS Department will review the request, and based on user needs and technical specifications, make appropriate recommendations as needed.
2. If approved, the IS Department will work with the individual or department to obtain the necessary approvals and place the order.
3. Only members of the IS Department will install software, to include upgrades. Employees outside of the IS Department should not install any software or upgrades without IS support and approval. Anyone found to install unauthorized software or upgrades to any software system or computer is subject to disciplinary action, up to and including termination.
4. Employees must use software in accordance with the manufacturer's license agreement.
 - a. Employees shall not make copies of commercial software in order to use that software on machines other than the one it was originally purchased for, unless permitted by the license agreement.
 - b. IS employees shall not install software purchased for a single machine on other machines unless permitted by the license agreement.
 - c. Employees found violating the license agreements of commercial software, or installing software or software updates without IS approval, will be subject to disciplinary action, up to and including termination.

J. Security

1. The IS Department will take steps to protect computer hardware, software, data, and documentation from misuse, theft, unauthorized access, and environmental hazards as needed.

PROCEDURE: INFORMATION SYSTEMS USER REQUIREMENTS	EXHIBIT A SECTION NUMBER: Page 7 1.C.1
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2. To help ensure that PWC procedures are followed, all computers are subject to unannounced audits to be conducted by the IS Department. Audits will be designed to capture the following information:
 - a. Hardware: Asset tags and serial numbers of all hardware, including peripherals, will be checked and compared to asset records. The condition of the equipment will be noted.
 - b. Software: Installed software will be checked to see if it is licensed; non-PWC issued software, as well as presence of manuals and media, will be noted. If non-PWC issued or unauthorized software has been installed, it will be removed.
 - c. Virus: IS will also verify that the required virus protection software is installed on the computer.
3. All employees must comply with audit requirements and all other security requirements outlined in this procedure, the IS Equipment Procedure, and other policies and procedures related to safeguarding PWC assets.
4. For more information on employee responsibilities related to the protection of IS equipment, please refer to the IS Equipment Procedure.

V. EFFECTIVE DATE

This procedure will become effective on the date of approval.

PROCEDURE: IS EQUIPMENT	SECTION NUMBER: 1.C.2
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I. PURPOSE

The purpose of this procedure is to establish formal guidelines governing the procurement, maintenance, repair, and security of Information Systems (IS) equipment.

II. APPLICABILITY

This procedure applies to all PWC employees.

III. RESPONSIBILITY

- A. Officers, Directors, Managers, Supervisors:** Responsible for enforcing the provisions outlined in this procedure, communicating needs to IS staff, and coordinating approval processes.
- B. Information Systems Department:** Responsible for issuing and maintaining IS equipment, facilitating appropriate approval and allocation processes, and responding to employee requests for assistance in a timely manner.
- C. Employees:** Responsible for providing appropriate care of IS equipment, following requisition and maintenance procedures, and notifying IS of any issues related to IS equipment in a timely manner.

IV. GUIDELINES

- A.** IS staff will review requests for IS equipment and consult with other staff members as needed to ensure that the requested purchase is appropriate for the intended User based on job responsibilities and recommendations from the appropriate Supervisor, Manager, and/or Officer.
- B.** IS equipment purchases will be made according to guidelines and procedures detailed in this document unless exceptions are approved by the CEO/General Manager.
- C.** Only IS staff members are authorized to perform equipment installations, disconnections, and modifications.

☒ ORIGINAL ☐ REVISION No. _____

APPROVED: OCTOBER 15, 2012

APPROVED BY:  GENERAL MANAGER

PROCEDURE: IS EQUIPMENT	SECTION NUMBER: 1.C.2
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- D. Employees are expected to maintain all items issued by IS in good working conditions at all times and comply with all PWC procedures related to security, care, and usage.
- E. Employees who do not comply with all aspects of this procedure are subject to disciplinary measures up to and including termination.

V. PROCEDURES

A. Procurement System (Department Level)

1. Upgrade/Replacement (Computers and Software)

- a. The IS Department will maintain and adhere to a Computer Replacement Plan, which will include detailed purchase and deployment schedules.
- b. Based on the Computer Replacement Plan, IS staff members will recommend computer upgrades/replacements to the individual departments during the annual budget process.
- c. Recommendations are adjusted, if needed, based on any changes that may have taken place after the budget process is complete.
- d. The IS Department will initiate orders at the beginning of the following fiscal year. Requisitions are prepared by IS staff based upon approved recommendations.
- e. Orders will be placed based on the timeline included in the Computer Replacement Plan. The timeline will be designed to allow adequate time for processing the equipment, to include asset management tasks and installation.
- f. Computer replacements/upgrades will be ordered and installed based on priority. Priority is determined by at least two factors: 1) computers/programs with known issues and 2) quantity of systems to be installed.
- g. If a computer or software program needs replacing outside of the standard upgrade/replacement cycle, replacements will be ordered once it is determined that the unit cannot be

PROCEDURE: IS EQUIPMENT	SECTION NUMBER: 1.C.2
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repaired or the program is no longer meeting the needs of the designated Users. In this case, designated Users will follow the Request Management Process defined in the following section.

B. Request Management Process - General

1. To request equipment for a new employee, the appropriate Supervisor must complete the IS Justification Form (available on the IS Intranet page).
 - a. IS Department staff will work with the Supervisor or Manager to ensure that the appropriate equipment is ordered to meet the employee's needs.
 - b. The IS Justification Form should be submitted at least two (2) weeks prior to the employee's first day of work to allow time for ordering and preparing the equipment for use.
 - c. Refer to the Information Systems User Requirements Procedure for more information on how new employees receive access to PWC networks and applications.
2. Individual requests for IS purchases usually fall into three broad categories, as outlined in the IS Equipment Matrix (see Attachment #1). The matrix serves as a guideline, but individual cases may vary based on the priority level and needs of the intended User(s).
3. In the event a Justification Form is required, the appropriate Supervisor will complete and submit the IS Justification Form.
4. In the event a Purchase Order (PO) is necessary, IS staff will initiate the process by entering a Purchase Requisition. Based on hierarchy designated within the purchasing system, the individual items must receive approvals from designated Supervisors, Managers, Directors, and/or Officers before a PO can be issued.
5. Purchased items will be processed by the IS Department.
 - a. IS staff members will notify the appropriate Users of the planned delivery/installation date at least one (1) week in advance in order to minimize interruptions to the work being completed.

PROCEDURE: IS EQUIPMENT	SECTION NUMBER: 1.C.2
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- b. The IS Department will take and maintain inventory controls upon delivery of any piece of equipment.
 - i. If the purchased item requires a barcode, IS will update inventory records and apply the barcode prior to delivering the item to the User Department.
 - ii. If the purchased item requires a fixed asset tag, IS will share information with the Capital Projects Department. The Capital Projects Department will update inventory records and send the asset tag to the designated User for application to the item.
 - iii. Upon receipt or return of any communications equipment, the designated User will be required to sign and submit a Communications Equipment Form that will be provided by the IS Department.
 - iv. Items being replaced must be transferred to the IS Department for entry into the redistribution process. All hardware and software transferred to IS must be accompanied by all applicable documentation and peripherals.

C. Category A (Items \$2,500 or More)

1. General

- a. Non-Network Equipment can include copiers, radio equipment, computers, laptops, and other hardware costing \$2,500 or more.
- b. Software purchases of \$2,500 or more will also fall into this category.
- c. The purchase of items in this category must be supported by a line item entry in the current year capital budget. Estimates can be made using information provided in the PWC Budget Manual.
- d. To make a purchase request in this category, the appropriate Supervisor must submit a Justification Form to IS for review.

PROCEDURE: IS EQUIPMENT	SECTION NUMBER: 1.C.2
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- e. Upon receipt of the Justification Form, IS staff will review the request, consult with the intended Users as needed, and forward a recommendation to the appropriate Manager and Officer.
- f. If approved by the Manager and Officer, IS staff will issue a Purchase Requisition for the item(s).
- g. Requests for replacements or repairs should be made via the IS Work Order System. Emergency replacement or unusual situations will be reviewed by the employee's Manager, Director or Division Officer.
 - i. An exception to this guideline is made for copiers. Requests for repairs and/or maintenance of copiers are coordinated through the Purchasing Department.
 - ii. The IS Department is responsible for initial setup of copiers and maintaining copier settings.

2. Radios

- a. IS will be responsible for programming the radio (through the City of Fayetteville). This will be accomplished as a part of the purchase transaction.
- b. IS will be responsible for coordinating mobile installations. This will be accomplished as a part of the purchase transaction.
- c. Repair of radios (through the City of Fayetteville) will be coordinated by the IS Department. Employees must submit a work order through the IS Work Order System.
- d. Batteries should be requested through the IS Department through the IS Work Order System.

D. Category B (Items \$250 - \$2,499)

1. General

- a. Non-Network Equipment can include cell phones, monitors, smart devices, telephones and fax machines costing between \$250 and \$2,499.

PROCEDURE: IS EQUIPMENT	SECTION NUMBER: 1.C.2
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- b. Software purchases of \$250 to \$2,499 will fall into this category.
- c. To make a purchase request in this category, the appropriate Supervisor must submit a Justification Form to the IS Department for review.
- d. Upon receipt of the Justification Form, IS staff will review the request and consult with other staff members as needed to ensure that the requested purchase is appropriate for the intended User based on job responsibilities and recommendations from the appropriate Supervisor.
- e. If approved by the designated Supervisor, Manager and/or Officer, IS staff will issue a Purchase Requisition for the item(s).
- f. Most requests for replacements or repairs should be made using the IS Work Order System.
 - i. An exception to this guideline is made for fax machines. Repair and maintenance of fax machines is the responsibility of the User Department.
 - ii. IS will be responsible for the establishing and/or maintaining telephone line services.
- g. Emergency replacement or unusual situations will be reviewed by the employee's Manager, Director or Division Officer.

2. Telephones

- a. Requests for telephone replacements and repairs, moves, changes or deletions should be made through the IS Work Order System.
- b. Users and/or their Supervisor may be asked to complete an IS Services Request Form or provide additional information as needed.

PROCEDURE: IS EQUIPMENT	SECTION NUMBER: 1.C.2
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3. Cell Phones (Group Plan)

- a. Cell phones and accessories will be issued to employees who are required to have a cell phone to perform duties associated with their jobs under the PWC Group Calling Plan.
- b. Employees are not allowed to conduct personal business using their PWC cell phone. See Telecommunication Device Usage procedure for more information.

4. Smart Devices

- a. A Smart Device is a mobile device offering advanced capabilities. This may include, but is not limited to, Blackberries, Windows Mobile Phones, iPad, iPhone, and other such devices.
- b. IS staff will ensure that the requested purchase is appropriate for the intended User based on job responsibilities and recommendations/approvals from the designated Supervisor and/or Manager.
- c. IS will ensure that appropriate approvals are obtained before issuing a Purchase Requisition for a Smart Device. iPads and other tablet PCs will require approval of the direct Supervisor, appropriate Officer, and the Chief Corporate Services Officer.
- d. All employees issued a Smart Device will be held accountable for the following responsibilities:
 - i. Employees are required to maintain the Smart Device in good working condition.
 - ii. Employees are not allowed to conduct personal business using their Smart Device. See Telecommunication Device Usage procedure for more information.
 - iii. Requests for replacement or repair of the Smart Device should be made via the IS Work Order System.

PROCEDURE: IS EQUIPMENT	SECTION NUMBER: 1.C.2
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- iv. Emergency replacement or unusual situations will be reviewed by the employee's Supervisor or Officer.
- v. Employees must abide by applicable existing PWC Policies and Procedures.
- vi. Employees must not disable any controls set by the IS Security Specialist.
- vii. Employees must not delete any applications installed by the IS Security Specialist.
- viii. Only PWC standard Apps installed by IS will be supported.
- ix. It is the employee's responsibility to back up the Smart Device.

E. Category C (Items \$249 or less)

1. General

- a. IS related purchases of \$249 or less fall into Category C. Items include keyboards, pagers, computer peripherals, phone accessories, etc.
- b. To make a purchase request in this category, the designated User will obtain the appropriate Supervisor's approval and then submit a work order to the IS Department.
- c. Upon receipt of the Work Order, IS staff will review the request, consult with the User, and process the request as needed.
- d. Requests for replacements or repairs should be made using the IS Work Order System. Emergency replacement or unusual situations will be reviewed by the employee's Manager, Director or Division Officer.

2. Pagers

- 1. Employees who are required to have a pager to meet the needs of their position will be issued a pager through the IS

PROCEDURE: IS EQUIPMENT	SECTION NUMBER: 1.C.2
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Department. Department pagers will be issued on an as needed basis for on-call purposes.

2. Pagers may be issued to departments for use by on-call employees.

F. Physical Security of IS Assets

1. IS Responsibilities

The IS Department is responsible for protecting computer hardware, software, and data from misuse, theft, unauthorized access and environmental hazards. IS staff will:

- a. Install tracking software on portable computers such as laptops and iPads.
- b. Install encryption software on all laptops.
- c. Encrypt enterprise offsite backups.
- d. Encrypt data on mobile data devices.
- e. Provide a locking cable for all laptops.
- f. Keep all server and telecom rooms secured outside of normal working hours.
- g. Secure all laptops and small devices in the repair area outside of normal working hours.
- h. Keep all original copies of enterprise software secured.
- i. Set applicable permissions on all enterprise storage.
- h. Force desktops and laptops connected on the network to log out after a pre-determined time of no activity.

2. Employee Responsibilities

In addition to the IS Department, each PWC employee has a responsibility to protect computer hardware, software, and data from misuse, theft, unauthorized access and environmental hazards. The directives below apply to all employees:

PROCEDURE: IS EQUIPMENT	SECTION NUMBER: 1.C.2
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- a. CDs, flash drives and other devices should be stored out of sight when not in use. If they contain highly sensitive or confidential data, they must be secured.
- b. Hardware, CDs, flash drives and other devices shall be kept away from environmental hazards such as magnets and magnetic fields, food, smoke, liquids, high or low humidity, direct sunlight, and extreme heat or cold.
- c. Critical computer equipment (e.g., file servers) must be protected by an uninterruptible power supply (UPS). Other computer equipment should be protected by a surge suppressor.
- d. Only IS staff members are authorized to perform equipment installations, disconnections, modifications, and relocations. This does not apply to temporary moves of portable computers for which an initial connection has been set up by IS.
- e. Employees shall not take portable equipment such as laptop computers out of the office without the consent of their Supervisor. Consent means that the Supervisor knows what equipment is leaving, what data is on it, and for what purpose it will be used.
- f. Employees should exercise care to safeguard the valuable electronic equipment and data assigned to them. Employees who neglect this duty may be accountable for any loss or damage that may result.

V. EFFECTIVE DATE

This procedure will become effective on the date of approval.

TELECOMMUNICATION DEVICE USAGE

1.C.3

I. PURPOSE

The purpose of this procedure is to outline the use of personal and business telecommunication devices during work or while operating a PWC vehicle or equipment.

II. RESPONSIBILITIES

- A. **Chief Executive Officer:** Responsible for serving as the final approval for all disciplinary action taken as a result of procedure violations.
- B. **Department Directors, Managers, and Supervisors:** Responsible for taking appropriate actions when an employee fails to comply with the procedure as outlined.
- C. **Human Resource Officer:** Responsible for ensuring consistency in the application of this procedure.
- D. **Employees:** Responsible for adhering to guidelines outlined in this procedure, to include exercising discretion when using telecommunication devices and ensuring that the use of any telecommunication device takes place in a safe environment.

III. GUIDELINESA. **Personal Telecommunication Device**

Employees are expected to exercise discretion in using personal telecommunication devices. Excessive personal calls/texts occurring during the workday can interfere with employee productivity and be distracting to others. Employees are to conduct personal calls/texts on non-work time only (scheduled break time, lunch time). Exceptions are limited to emergencies only. Misuse or abuse of these devices will be subject to disciplinary actions up to and including termination.

B. **Company-Provided Device**

Telecommunication devices provided by the company (including landline phones) should be used for business purposes only. Minimal personal use is allowed for emergencies. Random audits of calls made and received will be conducted periodically. Misuse or abuse of these devices will be subject to disciplinary actions up to and including termination.

☐ ORIGINAL ☒ REVISION NO. 1

APPROVED: OCTOBER 1, 2012

APPROVED BY: Steven Blanchard GENERAL MANAGER

PROCEDURE: TELECOMMUNICATION DEVICE USAGE	EXHIBIT A SECTION NUMBER: Page 89 1.C.3
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C. Safety Issues for Telecommunication Devices

Employees are expected to use telecommunication devices in a safe manner and put themselves in a safe working environment prior to using a device to make/receive a call/text. Employees whose job responsibilities include regular or occasional driving and/or maintenance/construction duties are expected to put safety before all other concerns. For additional information, please consult the PWC Safety Manual.

Employees must follow all North Carolina driving laws while operating a PWC vehicle. Text messaging or e-mailing while operating a motor vehicle is strictly prohibited by North Carolina law. Employees retain primary responsibility for all traffic violations. PWC may seek financial reimbursement for all vehicle and/or equipment damage, property damage, and all other liabilities that result from negligent use of a telecommunication device while operating a motor vehicle or other equipment.

D. Inclement Weather

Exceptions can be made to this procedure when there is a state of emergency.

IV. EFFECTIVE DATE

This procedure replaces all previous procedures and will become effective upon approval.

PROCEDURE:

ALARM MONITORING

SECTION NUMBER:

4.A.2**I. PURPOSE**

The purpose of this procedure is to advise PWC employees of the process for responding to fire and security alarms at PWC buildings.

II. APPLICABILITY

This procedure applies to PWC Operations Complex and Robert C. Williams Business Center buildings equipped with security and/or fire alarms.

III. RESPONSIBILITY

- A. PWC Dispatcher:** Responsible for receiving calls from the alarm monitoring service provider and notifying the appropriate PWC personnel.
- B. Facilities Construction and Maintenance Department:** Responsible for responding to all alarms.

IV. PROCEDURES**A. Fire Alarms**

1. When a fire alarm activates, the alarm monitoring service provider will call the appropriate authorities and will then notify PWC Dispatch. The PWC Dispatcher will immediately notify and provide detailed incident information to the Facilities Construction and Maintenance Department, Legal Services Department, and the on-site Security Officer.
2. On-site Security shall assist the Fire Department with access requirements and PWC personnel as stated in their Emergency Evacuation Procedures.
3. The Facilities Construction and Maintenance Department will respond to alarm, communicate with responding authority and alarm monitoring service provider as required, reestablish system stability, and notify appropriate Division Officer(s) and Legal Services staff of any property damage or loss.

☐ ORIGINAL ☒ REVISION NO. 2APPROVED: OCTOBER 1, 2012APPROVED BY:  GENERAL MANAGER

PROCEDURE:**ALARM MONITORING****SECTION NUMBER:****4.A.2****B. Security Alarms**

1. When a security alarm activates, the alarm monitoring service provider will attempt to call the appropriate building representative to confirm that the alarm is not accidental. If there is no one available to confirm, they will call the authorities and will then notify PWC Dispatch. The PWC Dispatcher will immediately notify and provide detailed incident information to Facilities Construction and Maintenance Department and the on-site Security Officer.
2. If the alarm is for the Customer Service Center Safe, Facilities Management will also contact the Customer Service Center Supervisor.
3. Building representatives shall contact alarm monitoring service provider to cancel action if the alarm is known to be accidental/false.
4. On-site Security shall assist the responding authority with access requirements.
5. The Facilities Construction and Maintenance Department will respond to alarm, communicate with responding authority and alarm monitoring service provider as required, and reestablish system stability.

V. EFFECTIVE DATE

This procedure will become effective upon approval.

FUEL SUPPLY RESPONSE

SECTION NUMBER:

4.B.3

FUEL SUPPLY RESPONSE POLICY

P4.B.3

It shall be the policy of the Public Works Commission (PWC) for all departments to evaluate and modify daily operations to maximize PWC fuel efficiency while extending the ability to maintain operations during local fuel supply difficulties.

I. PURPOSE

The purpose of this procedure is to maintain effective operations while maximizing fuel efficiencies of PWC vehicles and equipment.

II. RESPONSIBILITIES

- A. **Fleet Department:** Responsible for maintaining communications with suppliers and securing fuel deliveries.
- B. **Supervisors, Managers, Division Officers:** Responsible for enforcing the provisions of this procedure.
- C. **Vehicle Operators:** Responsible for effectively utilizing PWC vehicles and equipment.

III. PROCEDURES

The following shall be implemented immediately upon notification of fuel supply shortages:

- A. All idling of PWC vehicles and equipment shall cease, with the exception of units requiring the engine to run auxiliary equipment. Auxiliary equipment must be in use during all idle times.
- B. Department Management Teams shall evaluate daily workloads to determine the number of vehicles and equipment required to perform the work and reduce the number of units dispatched.
- C. Vehicles used for transporting employees to and from the work site, providing no functional requirements for the work, shall be minimized. Vehicles carrying a single employee shall be eliminated if at all possible.

☐ ORIGINAL ☒ REVISION NO. 1

APPROVED: OCTOBER 1, 2012

APPROVED BY:



GENERAL MANAGER

PROCEDURE:

FUEL SUPPLY RESPONSE

SECTION NUMBER:

4.B.3

- D. All travel that can be delayed shall be delayed until fuel supplies become available.
- E. All driver training shall be suspended until fuel deliveries are back on schedule.
- F. Additional restrictions may be issued as required.

IV. EFFECTIVE DATE

This procedure will become effective upon approval.

DARSWEIL L. ROGERS, COMMISSIONER
WADE R. FOWLER, JR., COMMISSIONER
EVELYN O. SHAW, COMMISSIONER
ELAINA L. BALL, 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

April 22, 2021

MEMO TO: Elaina L. Ball, CEO/General Manager

FROM: James West, CLO/General Counsel /s/JPW

SUBJECT: Recommendation to Approve Service Area Agreement and Load Banking Agreement

Staff recommends approval of the Service Area Agreement and Load Banking Agreement and referral of this matter to City Council for concurrence in accordance with Section 502 of the Bond Order for the reasons set forth in the Resolution enclosed herewith.

Comments: PWC has determined that the Service Area Agreement and Load Banking Agreement are in PWC's economic interest.

**RESOLUTION APPROVING SERVICE AREA AGREEMENT
AND LOAD BANKING AGREEMENT**

WHEREAS, the Fayetteville Public Works Commission (PWC), a public authority under North Carolina law, is the primary supplier of electric power and energy within the corporate limits of the City of Fayetteville, North Carolina;

WHEREAS, each of Duke Energy Progress, LLC, (“DEP”) and South River Electric Membership Corporation, (“SREMC”) is a secondary supplier of electric power and energy within the corporate limits of the City of Fayetteville;

WHEREAS, each of PWC, DEP and SREMC has the right to provide electric service within the corporate limits of the City of Fayetteville to the extent provided by Article 16 of Chapter 160A of the North Carolina General Statutes;

WHEREAS, the North Carolina Utilities Commission assigned each of DEP and SREMC as the exclusive provider of electric service in certain areas located within a tract of land, known as the “Broadwell Tract”, that, at the time of such assignments, was located wholly outside the corporate limits of the City of Fayetteville but that is now located wholly within the corporate limits of the City of Fayetteville;

WHEREAS, the owners of the Broadwell Tract have advised PWC, DEP and SREMC that the owners intend to improve and develop the Broadwell Tract with residential and commercial properties;

WHEREAS, pursuant to the provisions of Article 16 of Chapter 160A of the North Carolina General Statutes, each of DEP and SREMC has certain limited rights to provide electric service to premises that are planned to be located within the Broadwell Tract and, except for such limited rights of DEP and SREMC, PWC has certain limited and exclusive rights to provide electric service to premises that are planned to be located within the Broadwell Tract;

WHEREAS, pursuant to the Service Area Agreement (attached hereto as Exhibit 1), PWC will provide its written consent, pursuant to the provisions to N. C. Gen. Stat. § 160A-332(a)(6a), authorizing DEP and SREMC, as secondary suppliers, to be the exclusive providers of electric service within portions of the Broadwell Tract that (i) had been assigned areas to each, as the secondary suppliers, prior to the relevant determination date and (ii) prior to the execution of the Service Area Agreement were areas exclusively reserved to PWC, as the primary supplier;

WHEREAS, in consideration for PWC entering into and executing the Service Area Agreement, DEP and SREMC will grant to PWC, pursuant to the terms and conditions of the Load Banking Agreement (attached hereto as Exhibit 2), certain rights to provide electric service to premises located within and without the corporate limits of the City of Fayetteville in areas within and without the corporate limits of the City of Fayetteville in which each of DEP and SREMC has exclusive and non-exclusive rights to provide electric service; and

WHEREAS, PWC cannot cost effectively provide electric services to the premises within the Broadwell Tract due to the limited scope of development expected to be served within PWC's exclusive service territory and the distance of the Broadwell Tract, which is located in a satellite area, from PWC's existing electric infrastructure, and therefore, the Load Banking Agreement is expected to bestow upon PWC a net economic benefit.

THEREFORE, LET IT BE RESOLVED BY THE COMMISSIONERS OF THE FAYETTEVILLE PUBLIC WORKS COMMISSION THAT:

1. The Commissioners hereby find that it is in the Fayetteville Public Works Commission's economic interest to enter into the Service Area Agreement and the Load Banking Agreement.
2. This matter shall be referred to the City Council of the City of Fayetteville for their concurrence in accordance with Section 502 of the Bond Order Adopted November 5, 1990, as amended, pursuant to which revenue bonds have been issued by the City on behalf of the Fayetteville Public Works Commission for capital improvement projects.
3. If the City Council of the City of Fayetteville concurs that entering into the Service Area Agreement and the Load Banking Agreement is in the City's economic interest, then the CEO/General Manager of the Fayetteville Public Works Commission, acting on its behalf, shall be authorized and directed to execute the Service Area Agreement and the Load Banking Agreement, and the Chief Legal Officer of the Fayetteville Public Works Commission, acting on its behalf, shall be authorized and directed to file with the Bond Trustee pursuant to Section 502 of the Bond Order a written statement that both the Fayetteville Public Works Commission and the City have determined that execution of the Service Area Agreement and the Load Banking Agreement is in their respective economic interests for the reasons set forth in their respective resolutions or other written or recorded forms of approval.

ADOPTED this ____ day of April, 2021.

FAYETTEVILLE PUBLIC WORKS COMMISSION

Wade R. Fowler, Jr., Chairman

ATTEST:

Darsweil Rogers, Secretary

Exhibit 1

**SERVICE AREA AGREEMENT
BY AND BETWEEN
FAYETTEVILLE PUBLIC WORKS COMMISSION
DUKE ENERGY PROGRESS, LLC
AND
SOUTH RIVER ELECTRIC MEMBERSHIP CORPORATION**

THIS SERVICE AREA AGREEMENT (this “Agreement”), made and entered into as of the ____ day of _____, 2021 (the “Effective Date”), by and between the **FAYETTEVILLE PUBLIC WORKS COMMISSION (“PWC”), DUKE ENERGY PROGRESS, LLC, (“DEP”) and SOUTH RIVER ELECTRIC MEMBERSHIP CORPORATION, (“SREMC”)** (each of PWC, DEP and SREMC may be referred to herein as a “Party” and collectively as the “Parties”);

W I T N E S S E T H:

WHEREAS, PWC is the Primary Supplier (as that term is defined in Section 1 hereof) of electric power and energy within the corporate limits of the City of Fayetteville, North Carolina; and

WHEREAS, each of DEP and SREMC is a Secondary Supplier (as that term is defined in Section 1 hereof) of electric power and energy within the corporate limits of the City of Fayetteville; and

WHEREAS, each of PWC, DEP and SREMC has the right to provide electric service within the corporate limits of the City of Fayetteville to the extent provided by Article 16 of Chapter 160A of the North Carolina General Statutes; and

WHEREAS, the North Carolina Utilities Commission assigned each of DEP and SREMC as the exclusive providers of electric service in certain areas located within a tract of land, known as the “Broadwell Tract”, that, at the time of such assignments, was located wholly outside the city

limits of the City of Fayetteville but that is now located wholly within the city limits of the City of Fayetteville; and

WHEREAS, pursuant to the provisions of Article 16 of Chapter 160A of the North Carolina General Statutes, each of DEP and SREMC has certain limited rights to provide electric service to Premises (as that term is defined in Section 1 hereof) that are planned to be located within the Broadwell Tract and, except for such limited rights of DEP and SREMC, PWC has certain limited and exclusive rights to provide electric service to Premises located within the Broadwell Tract; and

WHEREAS, N. C. Gen. Stat. § 160A-332(a)(6a) authorizes DEP and SREMC, as Secondary Suppliers, upon obtaining the prior written consent of PWC, to be the exclusive providers of electric service within any assigned area within the corporate limits of a municipality for which each, as the Secondary Suppliers, had been the assigned supplier prior to the Determination Date (as that term is defined in Section 1 hereof); and

WHEREAS, PWC, DEP and SREMC desire that DEP and SREMC shall have the exclusive rights to provide electric services to all Premises to be located within the Broadwell Tract and, to that end, PWC, subject to the terms and conditions set forth herein, desires to provide its written consent thereto pursuant to the provisions of N. C. Gen. Stat. § 160A-332(a)(6a); and

NOW, THEREFORE, PWC, DEP and SREMC, intending to be bound, agree as follows:

1. **Definitions.** For purposes of this Agreement, Primary Supplier shall have the definition given it in N. C. Gen. Stat. § 160A-331(4), Secondary Supplier shall have the definition given it in N. C. Gen. Stat. § 160A-331(5), Premises shall have the definition given it in N. C. Gen. Stat. § 160A-331(3), and Determination Date shall have the definition given it in N. C. Gen. Stat. § 160A-331(1b).

2. DEP and SREMC Exclusive Territory. As a result of the execution of this Agreement, PWC hereby consents to (i) DEP having the exclusive right to serve all Premises initially requiring service on or after the Effective Date located in that portion of the Broadwell Tract shown on the map attached hereto and incorporated herein as Exhibit A and shaded in white and cross-hatched with angular lines, and (ii) SREMC having the exclusive right to serve all Premises initially requiring service on or after the Effective Date located in that portion of the Broadwell Tract shown on Exhibit A and shaded in pink and cross-hatched with angular lines.
3. PWC Rights. In consideration of the written consent of PWC set forth in Section 1 above, and as a condition precedent to the effectiveness of this Agreement, each of DEP and SREMC agree with PWC to enter into and execute a Load Banking Agreement pursuant to which the Parties will agree to permit PWC to provide electric service to Premises within and without the corporate limits of the City of Fayetteville that PWC would not otherwise have the right to provide electric service but for the Load Banking Agreement.
4. Service Outside of Exclusive Territories. Except to the extent modified by the Load Banking Agreement, in all other areas within the corporate limits of the City of Fayetteville outside of the Broadwell Tract the respective service rights of PWC, DEP and SREMC shall continue to be governed by the provisions of Article 16 of Chapter 160A of the North Carolina General Statutes and shall not be affected in any way by this Agreement.
5. Rights of Other Suppliers. This Agreement shall not affect in any way the rights, if any, of other electric suppliers not parties to this Agreement to furnish electric service within the corporate limits of the City of Fayetteville.
6. Existing Premises. Nothing set forth in this Agreement shall affect the rights of each Party

to serve any Premises being served by such Party, or to which any of its facilities were attached, on or before the Effective Date, notwithstanding the fact that such Premises is located wholly or partially within the exclusive territory of the other Party. Nothing in this Agreement contemplates the transfer of any existing customers between the Parties.

7. New Premises. PWC voluntarily relinquishes to DEP and SREMC its rights, if any, to serve any Premises initially requiring electric service on or after the Effective Date located wholly within the Broadwell Tract.
8. Notice of Right to Choose in Exclusive Areas Not Required. The Parties agree as between themselves that the notice of right to choose mandated by N. C. Gen. Stat. § 160A-332(6b) shall not be required with respect to any Premises initially requiring electric service on and after the Effective Date located wholly within the Broadwell Tract.
9. Consent to Serve. Notwithstanding anything to the contrary set forth in this Agreement, any Party may serve a Premises located wholly within the Broadwell Tract upon the written consent of the Party in whose service area such Premises is located.
10. Assignment. The provisions of this Agreement shall be binding upon the Parties hereto and their respective successors in interest; provided, however, that no such assignment shall be effective until thirty (30) days after receipt by the other Parties hereto of written notice thereof from the assigning Party.
11. No Third Party Beneficiaries. There are no third party beneficiaries to this Agreement. The provisions of this Agreement shall not impart rights enforceable by any person, firm, or organization not a Party to this Agreement.
12. Dispute Resolution. Any dispute or need of interpretation among the Parties involving or arising under this Agreement shall first be referred for resolution to a senior representative

of each Party. Upon receipt of a notice describing the dispute and designating the notifying Party's senior representative and that the dispute is to be submitted to the Parties' senior representatives under this Agreement, the other Parties shall promptly designate their senior representatives to the notifying Party. The senior representatives so designated shall attempt to resolve the dispute on an informal basis as promptly as practicable. If the dispute has not been resolved within thirty (30) days after the notifying Party's notice was received by the other Parties, or within such other period as the Parties may agree, the Parties may exercise their respective rights and remedies at law or in equity. Notwithstanding the foregoing, nothing set forth in this Section 12 or elsewhere in this Agreement shall prohibit a Party from exercising its rights and remedies at law or in equity if such Party reasonably believes that an applicable statute of limitations may expire before the dispute resolution procedure set forth in this Section 17 can be completed; and provided further, however, that, in such event, any action or proceeding initiated shall be tolled by the Parties until the dispute resolution procedure set forth in this Section 17 is completed.

13. Existing Agreements/Consents. Existing agreements made or previous consents provided, if any, between the Parties shall not be altered or affected by this Agreement.
14. Notices. All notices given pursuant to this Agreement shall be in writing, delivered in person, mailed by certified mail, return receipt requested, or delivered by a recognized overnight courier, postage or fees prepaid, addressed to a Party at the address given below, and shall be deemed effective upon the date received, via personal delivery, certified mail, or overnight delivery. The Parties shall be responsible for notifying each other of any change of address. Mailing addresses for Parties are as follows:

If to PWC: Public Works Commission
955 Old Wilmington Road
P. O. Box 1089
Fayetteville, NC 28302-1089
Attention: Elaina Ball, CEO/General Manager

If to DEP: Duke Energy Progress, LLC
2818 S. Main Street
Kannapolis, NC 28081
Attention: Craig Argo

If to SERMC: South River Electric Membership Corporation
17494 U.S. 421 South
P.O. Box 931
Dunn, North Carolina 28335
Attention: Mr. Christopher Spears, CEO/Exec. V.P.

15. Miscellaneous. This Agreement, including **Exhibit A**, constitutes the entire agreement and understanding between the Parties related to the subject matter of this Agreement and it is understood and agreed that all undertakings, negotiations, representations, promises, inducements, and agreements heretofore entered into between the Parties with respect to the matters contained herein are merged in this Agreement. This Agreement may not be changed orally, but only by a written document signed by all Parties. No waiver of any of the provisions of this Agreement shall be valid unless in writing and signed by the Party against whom it is sought to be enforced. The provisions of this Agreement shall be governed by and construed and enforced in accordance with the laws of the State of North Carolina. The headings contained in this Agreement are solely for the convenience of the Parties and do not constitute a part of this Agreement and shall not be used to construe or interpret any provisions hereof. This Agreement shall be considered for all purposes as having been prepared by the joint efforts of the Parties and shall not be construed against

one Party or the other as a result of preparation, substitution, submission, or other event of negotiation. This Agreement may be executed in any number of counterparts each of which shall be deemed an original and all of which taken together shall constitute one and the same instrument, and the Parties hereto may execute this Agreement by signing any such counterpart.

IN WITNESS WHEREOF, each of the duly authorized representatives of PWC, DEP and SREMC has executed this Agreement as of the day and year first written above.

FAYETTEVILLE PUBLIC WORKS COMMISSION

By: _____
Elaina L. Ball, CEO/General Manager

ATTEST:

Secretary

(SEAL)

DUKE ENERGY PROGRESS, LLC.

By: _____
(Vice) President

ATTEST:

(Assistant) Secretary

(SEAL)

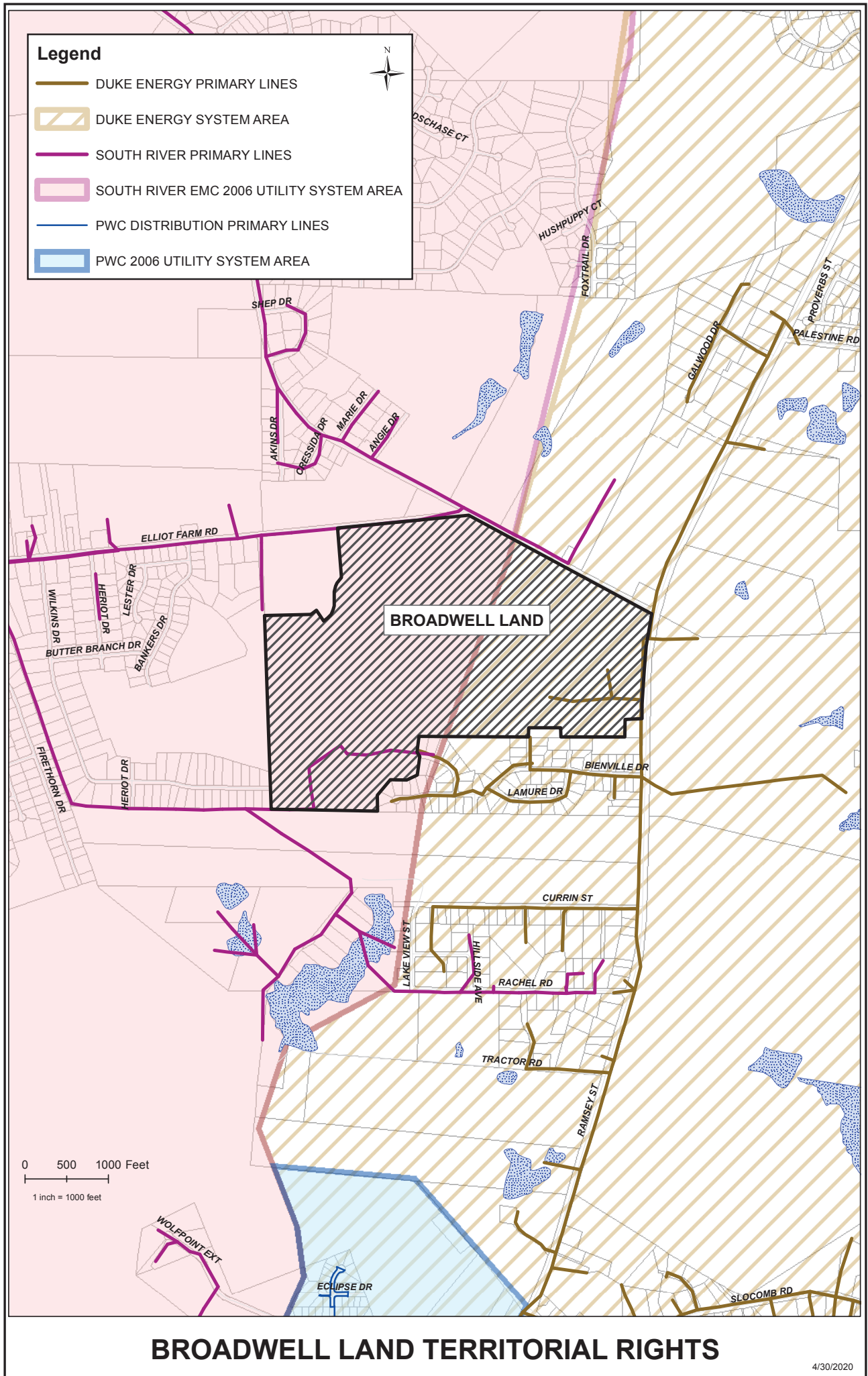
SOUTH RIVER ELECTRIC MEMBERSHIP CORPORATION

By: _____
Chief Executive Officer

EXHIBIT A

MAP OF
THE BROADWELL TRACT

(Attached hereto)



BROADWELL LAND TERRITORIAL RIGHTS

Exhibit 2

**LOAD BANKING AGREEMENT
BY AND BETWEEN
FAYETTEVILLE PUBLIC WORKS COMMISSION
DUKE ENERGY PROGRESS, LLC.
AND
SOUTH RIVER ELECTRIC MEMBERSHIP CORPORATION**

THIS LOAD BANKING AGREEMENT (this “Agreement”), made and entered into as of the this ____ day of _____, 2021 (the “Effective Date”), is by and between the **FAYETTEVILLE PUBLIC WORKS COMMISSION (“PWC”), DUKE ENERGY PROGRESS, LLC, (“DEP”) and SOUTH RIVER ELECTRIC MEMBERSHIP CORPORATION, (“SREMC”)** (each of PWC, DEP and SREMC may be referred to herein as a “Party” and collectively as the “Parties”);

W I T N E S S E T H:

WHEREAS, PWC is the Primary Supplier (as that term is defined in Section 1 hereof) of electric power and energy within the corporate limits of the City of Fayetteville, North Carolina; and

WHEREAS, each of DEP and SREMC is a Secondary Supplier (as that term is defined in Section 1 hereof) of electric power and energy within the corporate limits of the City of Fayetteville; and

WHEREAS, each of PWC, DEP and SREMC has the right to provide electric service within the corporate limits of the City of Fayetteville to the extent provided by Article 16 of Chapter 160A of the North Carolina General Statutes; and

WHEREAS, the North Carolina Utilities Commission assigned each of DEP and SREMC

as the exclusive providers of electric service in certain areas located within a tract of land, known as the “Broadwell Tract”, that, at the time of such assignments, was located wholly outside the corporate limits of the City of Fayetteville but that is now located wholly within the corporate limits of the City of Fayetteville; and

WHEREAS, the owners of the Broadwell Tract have advised the Parties that they intend to improve and develop the Broadwell Tract with residential and commercial properties; and

WHEREAS, pursuant to the provisions of Article 16 of Chapter 160A of the North Carolina General Statutes, each of DEP and SREMC has certain limited rights to provide electric service to Premises (as that term is defined in Section 1 hereof) that are planned to be located within the Broadwell Tract and, except for such limited rights of DEP and SREMC, PWC has certain limited and exclusive rights to provide electric service to Premises that are planned to be located within the Broadwell Tract; and

WHEREAS, the Parties intend to enter into and execute a Service Area Agreement as of the date hereof pursuant to which PWC will provide its written consent, pursuant to the provisions to N. C. Gen. Stat. § 160A-332(a)(6a), authorizing DEP and SREMC, as Secondary Suppliers, to be the exclusive providers of electric service within portions of the Broadwell Tract that (i) had been assigned areas to each, as the Secondary Suppliers, prior to the Determination Date (as that term is defined in Section 1 hereof), and (ii) prior to the execution of the Service Area Agreement were areas exclusively reserved to PWC, as the Primary Supplier; and

WHEREAS, within the assigned areas described in the immediately preceding paragraph, each of DEP and SREMC generally has the exclusive right to provide electric service to Premises located wholly within 300 feet of its respective electric lines as of the Determination Date (as that

term is defined in Section 1 hereof), and the non-exclusive right to provide electric service to Premises located partially within the aforementioned 300 foot corridor, depending on the choice of the customer; and

WHEREAS, in consideration of PWC entering into and executing the Service Area Agreement, DEP and SREMC desire to grant to PWC, pursuant to the terms and conditions of this Agreement, certain rights to provide electric service to Premises located within and without the corporate limits of the City of Fayetteville in areas within and without the corporate limits of the City of Fayetteville in which DEP and SERMC have exclusive and non-exclusive rights to provide electric service (the “DEP Service Area” and the SREMC Service Area”, respectively);

NOW, THEREFORE, PWC, DEP and SREMC, intending to be bound, agree as follows:

1. Definitions. For purposes of this Agreement, Primary Supplier shall have the definition given it in N. C. Gen. Stat. § 160A-331(4), Secondary Supplier shall have the definition given it in N. C. Gen. Stat. § 160A-331(5), Premises shall have the definition given it in N. C. Gen. Stat. § 160A-331(3), and Determination Date shall have the definition given it in N. C. Gen. Stat. § 160A-331(1b).
2. The Logs. Each of DEP and SREMC shall keep and maintain a record of every Premises served by each of DEP and SREMC located within the Broadwell Tract (except Premises located wholly within 300 feet of each of their respective electric lines as of the Determination Date) and, in connection therewith, shall record, in kilowatts (“kW”), the size and classification (either residential or commercial) of the electrical load provided to each of such Premises (the “DEP Log” and the “SREMC Log”, respectively).

3. Access to the Logs. The DEP Log and the SREMC Log shall be shared with the PWC upon its request and the amounts of kW and the classifications set forth therein shall be reported to the PWC at least annually, provided that in accordance with its Code of Conduct, as set forth in North Carolina Utilities Commission Docket No. E-2, Sub 1095A, DEP is not obligated to disclose non-public information or data specific to a customer or a group of customers without the customers' consent. However, DEP may disclose readily available aggregated customer data that consists of at least fifteen customers, where the data of a single customer or premise associated with a single customer's data does not comprise 15 percent or more of the aggregated data within the same customer class. In providing the aggregated customer data in an aggregated data report to PWC, DEP will not include any unique identifiers, nor will DEP be obligated to provide aggregated customer data in response to overlapping requests that have the potential to identify customer data. Furthermore, in the event that the North Carolina Utilities Commission's revises the regulated utility rules for disclosing customer information, the parties agree to use their best efforts to resolve any potential conflicts between the Commission's Orders and/or Rules and this agreement, but to the extent any potential conflicts cannot be resolved, the Commission's Order and/or Rules shall be controlling.
4. Maximum Number of kW in Logs. Inasmuch as the Broadwell Tract remains undeveloped as of the date hereof, the Parties recognize and agree that they are unable to determine the aggregate size or classifications of the electrical load that

ultimately will be served by DEP and SREMC to Premises located within the Broadwell Tract; accordingly, DEP shall keep and maintain the DEP Log until an aggregate number of all kW recorded therein reaches 2,500kW and SREMC shall keep and maintain the SREMC Log until the aggregate number of all kW recorded therein reaches 1,700 kW.

5. Service Requests. At any time during the term of this Agreement that a positive number of kW of any classification exists in either the DEP Log, or the SREMC Log, PWC may from time to time request, in writing, of DEP or of SREMC, as the case may be, the right to provide electric service to Premises of the same classification initially requiring electric service in the DEP Service Area or the SREMC Service Area up to the remaining load in the applicable log, as determined based upon reasonable estimates of the load and classification(s) of the Premises proposed to be served by PWC; provided, however, that (i) each such request must be accompanied by the written consent of the owner of the Premises proposed to be served by PWC to service by PWC; and, (ii) any load that is proposed to be relinquished by DEP or SREMC, as the case may be, must be of a similar classification of load remaining in the respective DEP Log or SREMC Log. Provided further, that DEP or SREMC, as the case may be, shall not be required to grant a request if that Secondary Supplier can show that material sunk investments in specifically identified infrastructure and facilities intended to serve the physical area relevant to the request have been made within a five (5) year period

immediately preceding the request, and the utilization of such infrastructure and facilities at the time of the request is below 50%.

6. Waiver of Service Rights. Subject to the provisos in Section 5 hereof, each such request made by PWC in accordance with Section 5 above shall be granted by DEP or SREMC, as the case may be. If the Premises to which PWC desires to provide electric service are located within the corporate limits of the City of Fayetteville, DEP or SREMC, as the case may be, shall waive, in writing, its right to provide electric service to such Premises, unless the owner of the Premises proposed to be served by PWC has a choice of electric service providers and chooses DEP or SREMC as its electric service provider, as the case may be.
7. Waiver of Rights to Contest Right to Serve. Subject to the provisos in Section 5 hereof, each such request made by PWC shall be granted by DEP or SREMC, as the case may be. If the Premises to which PWC desires to provide electric service are located outside the corporate limits of the City of Fayetteville, DEP or SREMC, as the case may be, shall waive, in writing, its right to contest PWC's right to serve such Premises on the grounds that PWC's service would exceed its authority under N. C. Gen. Stat. § 160A-312 to serve Premises within reasonable limitations.
8. Reduction in kW in Logs. The number of kW for each class set forth in each of the DEP Log and the SREMC Log shall be reduced by the size and classification of each load served by the PWC pursuant to Sections 6 and 7 above.
9. Termination. At such time as the number of kW in each of the DEP Log or the SREMC Log reach zero, or a number which is less than any load that could be

served by an electric service provider, or December 31 2030, whichever occurs first, this Agreement shall terminate and be of no further force and effect.

10. Rights of Other Suppliers. This Agreement shall not affect in any way the rights, if any, of other electric suppliers not parties to this Agreement to furnish electric service within or without the corporate limits of the City of Fayetteville.
11. Existing Premises. Nothing set forth in this Agreement shall affect the rights of each Party to serve any Premises currently being served by such Party, or to which any of its facilities were attached, on or before the Effective Date notwithstanding the fact that such Premises is located wholly or partially within the exclusive territory of the other Party. Nothing in this Agreement contemplates the transfer of any existing customers between the Parties.
12. New Premises. PWC voluntarily relinquishes to DEP and SREMC its rights, if any, to serve any Premises initially requiring electric service on or after the Effective Date located wholly within the Broadwell Tract.
13. Notice of Right to Choose in Exclusive Areas Not Required. The Parties agree as between themselves that the notice of right to choose mandated by N. C. Gen. Stat. § 160A-332(6b) shall not be required with respect to any Premises initially requiring electric service on and after the Effective Date located wholly within the Broadwell Tract.
14. Consent to Serve. Notwithstanding anything to the contrary set forth in this Agreement, any Party may serve a Premises located wholly within the Broadwell Tract upon the written consent of the Party in whose service area such Premises is

located.

15. Assignment. The provisions of this Agreement shall be binding upon the Parties hereto and their respective successors in interest; provided, however, that no such assignment to a successor in interest shall be effective until thirty (30) days after receipt by the other Parties hereto of written notice thereof from the assigning Party.
16. No Third-Party Beneficiaries. There are no third-party beneficiaries to this Agreement. The provisions of this Agreement shall not impart rights enforceable by any person, firm, or organization not a Party to this Agreement.
17. Dispute Resolution. Any dispute or need of interpretation among the Parties involving or arising under this Agreement shall first be referred for resolution to a senior representative of each Party. Upon receipt of a notice describing the dispute and designating the notifying Party's senior representative and that the dispute is to be submitted to the Parties' senior representatives under this Agreement, the other Parties shall promptly designate their senior representatives to the notifying Party. The senior representatives so designated shall attempt to resolve the dispute on an informal basis as promptly as practicable. If the dispute has not been resolved within thirty (30) days after the notifying Party's notice was received by the other Parties, or within such other period as the Parties may agree, the Parties may exercise their respective rights and remedies at law or in equity. Notwithstanding the foregoing, nothing set forth in this Section 17 or elsewhere in this Agreement shall prohibit a Party from exercising its rights and remedies at law or in equity if such Party reasonably believes that an applicable statute of limitations may expire

before the dispute resolution procedure set forth in this Section 17 can be completed; and provided further, however, that, in such event, any action or proceeding initiated shall be tolled by the Parties until the dispute resolution procedure set forth in this Section 17 has been completed.

18. Existing Agreements. Existing agreements, if any, between the Parties shall not be altered or affected by this Agreement.

19. Notices. All notices given pursuant to this Agreement shall be in writing, delivered in person, mailed by certified mail, return receipt requested, or delivery by a recognized overnight courier, postage or fees prepaid, addressed to a Party at the address given below, and shall be deemed effective upon the date received, via personal delivery, certified mail, or overnight delivery. The Parties shall be responsible for notifying each other of any change of address. Mailing addresses for Parties are as follows:

If to PWC: Public Works Commission
 955 Old Wilmington Road
 P. O. Box 1089
 Fayetteville, NC 28302-1089
 Attention: Elaina Ball, CEO/General Manager

If to DEP: Duke Energy Progress, LLC
 2818 S. Main Street
 Kannapolis, NC 28081
 Attention: Craig Argo

If to SERMC: South River Electric Membership Corporation
 17494 U.S. 421 South
 P.O. Box 931
 Dunn, North Carolina 28335
 Attention: Mr. Christopher Spears, CEO/Exec. V.P.

20. Miscellaneous. This Agreement constitutes the entire agreement and understanding between the Parties related to the subject matter of this Agreement and it is understood and agreed that all undertakings, negotiations, representations, promises, inducements, and agreements heretofore entered into between the Parties with respect to the matters contained herein are merged in this Agreement. This Agreement may not be changed orally, but only by a written document signed by all Parties. No waiver of any of the provisions of this Agreement shall be valid unless in writing and signed by the Party against whom it is sought to be enforced. The provisions of this Agreement shall be governed by and construed and enforced in accordance with the laws of the State of North Carolina. The headings contained in this Agreement are solely for the convenience of the Parties and do not constitute a part of this Agreement and shall not be used to construe or interpret any provisions hereof. This Agreement shall be considered for all purposes as having been prepared by the joint efforts of the Parties and shall not be construed against one Party or the other as a result of preparation, substitution, submission, or other event of negotiation. This Agreement may be executed in any number of counterparts each of which shall be deemed an original and all of which taken together shall constitute one and the same instrument, and the Parties hereto may execute this Agreement by signing any such counterpart.

IN WITNESS WHEREOF, each of the duly authorized representatives of PWC, DEP and SREMC has executed this Agreement as of the day and year first written above.

FAYETTEVILLE PUBLIC WORKS COMMISSION

By: _____
Elaina L. Ball, CEO/General Manager

ATTEST:

Secretary

(SEAL)

DUKE ENERGY PROGRESS, LLC.

By: _____
(Vice) President

ATTEST:

(Assistant) Secretary

(SEAL)

CORPORATION

SOUTH RIVER ELECTRIC MEMBERSHIP

By: _____
Chief Executive Officer

Open Commission Requests

As of 4-28-21

<u>Commission Meeting Date</u>	<u>Presentation/Discussion Item</u>	<u>Presenter (Staff)</u>
Update to be Provided During April 28th Meeting	Provide Update on Can Do Branding Initiative Requested by: D. Rogers 4-14-21	C. Hinson
To be Determined	Report Key Ratios Across all Reporting Agencies Requested by: Commissioner Rogers 10/9/19	R. Haskins
In Progress – Presentation in May	Provide a presentation on the process to be followed in the event of a Contamination Event (corrected 11-9-20) Requested by: D. Rogers 10-14-20	M. Noland
In Progress – Will Provide Written Summary	Provide explanation on the options customers have when online without speaking to a customer representative. (11-11-20)	E. Ball R. Haskins

PREVIOUSLY CLOSED COMMISSION REQUESTS HAVE BEEN ARCHIVED

PUBLIC WORKS COMMISSION
CASH FLOW STATEMENT FOR MARCH 2021
GENERAL FUND BANK ACCOUNT

BEGINNING BALANCE: 03/01/2021

\$ 32,054,436.31

UTILITY RECEIPTS

of TRANSACTIONS

CUSTOMER SVC. BUSINESS CTR:	6,193	\$ 3,604,283.38
WF LOCKBOX	21,347	\$ 5,327,530.43
KIOSK CASH/CHECKS:	948	\$ 118,978.30
DRAFTS:	19,486	\$ 3,856,994.63
SPEEDPAY/BILL 2 PAY:	59,561	\$ 12,937,261.93
ADCOMP (KIOSK CREDITCARDS):	929	\$ 130,368.04
WESTERN UNION	2,891	\$ 614,433.34
E-BOX:	10,934	\$ 2,176,367.35
RECEIVABLES VIA ACH WIRES:	157	\$ 2,901,163.90
MISCELLANEOUS RECEIPTS:	53	\$ 8,339,480.76

TOTAL UTILITY AND MISCELLANEOUS RECEIPTS

\$ 40,006,862.06

INVESTMENT(S) MATURED: GF	2	\$ 4,500,000.00
INVESTMENT(S) MATURED: RATE STABL. ELEC		\$ -
INVESTMENT(S) MATURED: ANNEX	1	\$ 5,000,000.00
INVESTMENT(S) MATURED: NCDOT	1	\$ 2,000,000.00
INVESTMENT INTEREST RECEIPTS: GF	11	\$ 87,037.00
INVESTMENT INTEREST RECEIPTS: ERSF	1	\$ 1,350.00
INVESTMENT INTEREST RECEIPTS: NCDOT	1	\$ 1,350.00

GRAND TOTAL OF RECEIPTS:

\$ 51,596,599.06

VENDOR ACH PAYMENTS ISSUED:	387	\$ (23,993,872.47)
EMPLOYEE REIMBURSEMENTS:	12	\$ (2,593.10)
ACCOUNTS PAYABLE CHECKS ISSUED:	571	\$ (3,403,336.66)
COMMERCIAL CREDIT CARD PAYMENTS:	92	\$ (240,540.37)
INVESTMENT(S) PURCHASED: GF		\$ -
INVESTMENT(S) PURCHASED: ERSF		\$ -
INVESTMENT(S): ANNEX. RESERVE	2	\$ (6,998,307.78)
INVESTMENT(S): DEBT SVC.		\$ -
INVESTMENT(S): NCDOT	2	\$ (3,996,275.00)
VENDOR SERVICES WIRED PAYMENTS:	46	\$ (3,732,624.07)
TRANSFERS: NCCMT GF		\$ -
TRANSFERS: WF-TPA ACCOUNT	2	\$ (750,000.00)
TRANSFERS: JP MORGAN CHASE BANK	1	\$ (170,907.20)
RETURNED CHECKS:	9	\$ (2,692.19)
RETURNED DRAFTS:	95	\$ (19,191.72)
RETURNED SPEED / PAYBILL 2 PAY:	536	\$ (159,045.72)
RETURNED EBOX:	5	\$ (3,752.78)
RETURNED WESTERN UNION :	2	\$ (574.64)
PAYROLL:	1,319	\$ (2,453,693.70)

TOTAL DISBURSEMENTS:

(45,927,407.40)

ENDING BALANCE: 03/31/2021

\$37,723,627.97

**PUBLIC WORKS COMMISSION
CASH FLOW STATEMENT FOR MARCH 2021
GENERAL FUND BANK ACCOUNT**

Checks Over \$25,000.00 :

ADOBE INC	CHECK	\$	(32,851.91)
CAMDEN GLEN	CHECK	\$	(60,000.00)
CAPE FEAR WATER SOLUTIONS	CHECK	\$	(54,824.54)
CAPE FEAR WATER SOLUTIONS	CHECK	\$	(58,168.66)
CHARLES R	CHECK	\$	(47,850.40)
CITY OF FAYETTEVILLE	CHECK	\$	(81,013.54)
DIRECTIONAL SERVICES	CHECK	\$	(122,474.05)
E CLAY AND MARSHA T BULLARD	CHECK	\$	(28,000.00)
GALLAGHER BENEFITS	CHECK	\$	(33,948.75)
HITACHI T & D SOLUTIONS	CHECK	\$	(75,400.00)
J. CUMBY CONSTRUCTION	CHECK	\$	(140,373.19)
J. CUMBY CONSTRUCTION	CHECK	\$	(337,323.15)
JDM ROOFING	CHECK	\$	(32,795.00)
JGB ENTERPRISES	CHECK	\$	(29,175.15)
MILSTONE UTILITIES	CHECK	\$	(449,327.64)
MOTOROLA INC	CHECK	\$	(25,514.42)
OLD FAYETTEVILLE	CHECK	\$	(48,307.96)
PIEDMONT AUTOMATIONS	CHECK	\$	(40,879.35)
PROFFSSIONAL PROPERTY SERVICES	CHECK	\$	(41,250.00)
TURBINE TECHNOLOGY SERVICES	CHECK	\$	(49,140.13)
VERIZON WIRELESS	CHECK	\$	(33,244.94)
VERMEER MID ATLANTIC, LLC	CHECK	\$	(278,496.42)
WASTE MANAGEMENT	CHECK	\$	(32,246.70)
WHITE/ HERRING TRACTOR & TRUCKING	CHECK	\$	(173,594.41)
YARBOROUGH WINTERS & NEVILLE	CHECK	\$	(25,000.00)
YARBOROUGH WINTERS & NEVILLE	CHECK	\$	(55,900.00)

TOTAL CHECKS:

\$ (2,387,100.31)

Wire Payments over \$25,000.00 :

LEGERS	WIRE	\$	(737,481.93)
NC DEPT REVENUE SALES TAX	WIRE	\$	(133,560.72)
NC DEPT REVENUE SALES TAX	WIRE	\$	(450,000.00)
NC DEPT REVENUE SALES TAX	WIRE	\$	(500,000.00)
PAYROLL: RETIREMENT	WIRE	\$	(38,000.78)
PAYROLL: RETIREMENT	WIRE	\$	(37,542.78)
PAYROLL-IRS	WIRE	\$	(447,975.99)
PAYROLL-IRS	WIRE	\$	(468,666.56)
PAYROLL-IRS	WIRE	\$	(443,783.07)
PAYROLL-NC DEPT REVENUE TAX	WIRE	\$	(71,808.00)
PAYROLL-NC DEPT REVENUE TAX	WIRE	\$	(74,019.00)
PAYROLL-NC DEPT REVENUE TAX	WIRE	\$	(70,733.00)
PROCUREMENT CARD	WIRE	\$	(32,951.81)
PROCUREMENT CARD	WIRE	\$	(27,745.95)
PROCUREMENT CARD	WIRE	\$	(40,759.29)
PROCUREMENT CARD	WIRE	\$	(27,805.70)

Total Wires:

\$ (3,602,834.58)

Vendor Ach Payments over \$25,000.00 :

BILLY BILL GRADING	ACH	\$	(141,217.91)	MCDONALD MATERIALS	ACH	\$	(33,393.63)
BILLY BILL GRADING	ACH	\$	(227,725.20)	MECHANICAL JOBBERS	ACH	\$	(234,978.67)
CAROLINA POWER AND SIGNALIZATION	ACH	\$	(172,431.59)	MOORMAN, KIZER & REITZEL, INC	ACH	\$	(47,538.96)
CDM SMITH	ACH	\$	(35,600.00)	MYTHICS, INC	ACH	\$	(394,394.97)
CDM SMITH	ACH	\$	(56,380.88)	ORTHUS HEALTH LLC	ACH	\$	(60,235.41)
CENTURION CARES, INC	ACH	\$	(82,699.00)	PENCCO, INC	ACH	\$	(42,580.35)
CINTAS CORPORATION	ACH	\$	(48,193.32)	PIKE ELECTRIC	ACH	\$	(182,984.37)
CITY OF FAYETTEVILLE	ACH	\$	(100,000.00)	POWERSECURE SERVICES INC	ACH	\$	(78,291.90)
CITY OF FAYETTEVILLE	ACH	\$	(250,000.00)	PRESTAGE AGENCY OPERATIONS	ACH	\$	(54,931.80)
CITY OF FAYETTEVILLE	ACH	\$	(954,238.88)	PUBLIC WORKS COMMISSION	ACH	\$	(100,202.61)
CONCRETE PIPE & PRECAST	ACH	\$	(43,871.09)	RELISTAR LIFE	ACH	\$	(80,525.71)
COOPER FORD	ACH	\$	(29,869.00)	SANDY'S HAULING & BACKHOW SVC	ACH	\$	(109,120.50)
COOPER FORD	ACH	\$	(50,414.00)	SSP INNOVATIONS	ACH	\$	(65,181.00)
COOPER FORD	ACH	\$	(54,178.00)	SSP INNOVATIONS	ACH	\$	(74,761.80)
COUNTY OF HARNETT	ACH	\$	(70,988.25)	SYNAGRO CENTRAL	ACH	\$	(230,536.28)
DAPARAK, INC	ACH	\$	(25,396.70)	SYNAGRO CENTRAL	ACH	\$	(370,107.08)
DUKE ENERGY	ACH	\$	(561,505.09)	T.A. LOVING CO	ACH	\$	(665,390.16)
DUKE ENERGY	ACH	\$	(10,549,405.02)	T.A. LOVING CO	ACH	\$	(2,958,387.78)
ES&J ENTERPRISES	ACH	\$	(44,602.88)	THYSSENKRUPP ELEVATOR	ACH	\$	(53,259.00)
ES&J ENTERPRISES	ACH	\$	(47,143.75)	TMG CONSULTING	ACH	\$	(90,631.00)
FULLY MANAGED IN	ACH	\$	(40,317.60)	TRC ENGINEERS	ACH	\$	(35,305.00)
GE INTERNATIONAL	ACH	\$	(148,101.73)	TRC ENGINEERS	ACH	\$	(36,110.00)
GE INTERNATIONAL	ACH	\$	(367,624.42)	US DEPT OF ENGINEERING	ACH	\$	(47,025.44)
GILBERT HORNER PAVING	ACH	\$	(26,624.20)	UTILITEC	ACH	\$	(35,383.93)
HAZEN AND SAWYER, P.C.	ACH	\$	(34,991.14)	UTILITEC	ACH	\$	(60,055.16)
HYDROSTRUCTURES	ACH	\$	(116,565.76)	VAUSE EQUIPMENT COMPANY	ACH	\$	(85,894.25)
INSITUFORM	ACH	\$	(211,780.74)	WESCO RALEIGH UTILITY	ACH	\$	(26,149.85)
JAMES RIVER EQUIPMENT	ACH	\$	(111,053.03)	WESCO RALEIGH UTILITY	ACH	\$	(49,702.32)
LEE ELECTRICAL	ACH	\$	(190,140.66)	WESCO RALEIGH UTILITY	ACH	\$	(64,362.61)
LEE ELECTRICAL	ACH	\$	(411,072.59)	WK DICKSON & CO	ACH	\$	(37,843.77)
LEE ELECTRICAL	ACH	\$	(447,290.19)	WK DICKSON & CO	ACH	\$	(38,535.03)
MAINLINING AMERICA	ACH	\$	(139,405.75)	WK DICKSON & CO	ACH	\$	(139,625.37)
MARSH WORTHAM	ACH	\$	(50,592.00)	WOOLPERT NORTH CAROLINA	ACH	\$	(45,093.12)

TOTAL ACH PYMTS:

\$ (22,469,939.20)

Customer Utility Payments By Payment Type - FY20 and FY21													
Payment Type	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21
Kiosk	389	562	592	585	679	632	713	944	976	1,073	1,019	890	948
Mail	21,540	14,778	21,571	24,388	18,333	20,323	21,219	17,438	20,557	18,575	18,353	20,301	20,859
Walk In	6,796	0	0	0	0	0	0	0	0	0	0	0	0
Drive Thru	4,542	4,432	5,789	5,768	5,747	5,247	5,850	6,653	6,012	6,548	6,349	5,732	6,193
Depository	842	500	560	695	563	834	519	468	580	439	571	466	488
Bank Draft	17,997	18,332	18,172	18,253	18,478	18,570	18,496	18,697	15,997	19,172	19,336	19,418	19,486
Bill2Pay IVR	18,501	15,384	16,853	15,336	16,277	13,936	16,534	19,727	19,039	20,480	21,538	18,654	21,356
Bill2Pay WEB	29,190	29,545	31,744	28,455	31,127	26,606	30,336	35,778	34,383	36,384	38,794	34,769	38,205
Western Union	3,260	2,639	3,120	2,852	3,018	2,654	2,949	3,341	3,009	3,319	3,239	2,886	2,891
E-Box	10,492	10,460	11,100	11,004	10,311	12,165	11,127	11,216	9,835	10,711	10,017	9,696	10,934
Totals	113,549	96,632	109,501	107,336	104,533	100,967	107,743	114,262	110,388	116,701	119,216	112,812	121,360

**Public Works Commission
Bad Debt Report**

Reporting Period: Mar-21
Dates Covered: Dec-20

Beginning Net YTD Bad Debt Writeoffs	968,421.07
Amount to Bad Debt this Period	218,012.55
Recovered this Period	(151,916.94)
Ending Net YTD Bad Debt Writeoffs	1,034,516.68
Total Accounts Written of this Period	457

ANALYSIS OF UNCOLLECTABLE ACCOUNTS:

Residential Accounts:

164	Accounts \$250.00 or less	19,679.83
132	Accounts \$250.01 to \$500.00	48,659.16
146	Accounts OVER \$500.00	146,007.85
442	TOTAL RESIDENTIAL:	214,346.84

NON RESIDENTIAL ACCOUNTS:

12	Accounts \$500.00 of less	1,550.74
3	Accounts over \$500.01	2,114.97
15	TOTAL NON RESIDENTIAL:	3,665.71

Approved to be placed in the uncollectibles:


RHONDA HASKINS (Apr 12, 2021 16:25 EDT)

Rhonda Haskins, CFO

**Public Works Commission
Bad Debt Report**

Reporting Period:

Mar-21

Dates Covered:

Dec-20

List of Residential Accounts over \$500.01

MCMILLIAN, KEYMIYA	502.81	COST, ELIJAH	817.37
WRENN, HELEN S	503.89	MOORE, CHRISTA	823.89
SULICK, EFFIE	505.02	PARKER, ARTHUR T	824.49
THOMPSON, VERA	512.41	WILLIS, ANTOINE	834.11
WARREN, NOAH BOSWELL	517.01	HOLMES, JOSHUA	836.29
CLARK, GLORIA O	521.38	VIANA, ANA	840.38
ROYAL, CURTIS MARTIN	522.18	VENDITTI, STEPHEN	853.41
BURTON, DALE J	522.36	WILLIAMSON, QUINTON J	858.30
BARLOW, TEKAIAH	525.34	BERGMAN, IAN	874.67
SAUNDERS, RAFAEL	526.48	WILLIAMS, ELIZABETH C	876.30
LEE, JOSEPH	529.00	DIGGS, LAQUISHA M	884.16
WRIGHT JR., JAMES	530.09	JOHNSON, PAMELA	894.21
DANIELS, BRIAN	530.67	HAIR, SHERRI A	905.39
QUICK, HUGH S	530.89	HOWARD, DESHAWN T	911.13
VANMETER, CLAIRE	531.89	BURDEN, ARRIANNA	938.92
MACK, DARRYL	534.43	WINSTEAD, JASHAUNDA	943.60
HOLMES, MICHAEL	538.79	BROWN, TANISHA M	947.18
PALMER, CHRISTINA	539.95	MCGEACHY, SARAH	947.68
KAUFMANN, CHARLES	540.60	COATS, REHANNA	950.34
WARE, DARYL	542.50	JOHNSON, AYL A	962.62
TURNAGE, CARL	542.90	WILLIAMS, CLARETTA	963.04
MACENA, CATRINA LASHIEL	544.46	PEELE, DUSTIN	963.47
OO, NWE NWE	545.94	MCLEAN, HARLEE	963.81
ROGERS, JUSTIQUE	553.10	BOYD, TAMISHA	964.87
BURNEY, DONOVAN	557.60	LOUGHRAN, KELLY	970.64
CARNAHAN, HEATHER	563.77	FIELDS, EDWARD	984.46
SPRAGUE, WILLIAM	564.91	MOORE, ANTHONY	992.12
MONROE, BRITTANY L	567.75	LAYDEN, MARCIA	995.37
GILBERT, ELIZABETH	568.97	MCNEILL, DEMETRIS	1,033.55
NEWMAN, REGINALD	573.59	JOHNSON, GARY	1,036.16
GULLICK, TREY A	575.43	WRIGHT, DOMINICK	1,040.38
DAVIS, AARON	590.78	TAYBRON, JASON	1,065.68
MCAULY, ANTHONY	598.70	BRINKLEY, FRANCHETTA	1,068.92
ROSS, RICHARD	602.21	HUDGINS, JARELL	1,071.21
VELEZ, HECTOR	603.10	FLYNT, MELVIN	1,071.67
DREW, ANNA	604.38	BRIDGERS, TODD	1,088.64
MARINO, AUSTIN	613.45	SPARKMAN, MICHAEL	1,106.68
WHITING, MONICA	613.46	PHILLIPS, SPUSHELL A	1,120.54
SHAMBACH, WENDY B	615.01	WATTS, CHANTEL	1,139.35
SMITH, MARCO	624.34	JOHNSON, TONYA	1,139.42
BANWO, TOMARQUEZE	626.79	MELVIN, LEKEM	1,152.32
JOHNSON, LARRY E	630.38	BOYCE, BRIAN	1,167.02
CROCKETT, JENNIFER	635.41	HARRIS, STEPHEN	1,193.10
CHARLES, ERROL	637.33	PETERSON, THERESA	1,211.10
LINK, CHRISTIANNA B	638.22	MCARN, HEAVEN	1,238.16
RIVERA, SAMUEL	644.88	PAGE, JERMAINE	1,284.05
THOMAS, RECIEL	669.96	FOOTMAN, KRYSTAL	1,289.36

MICHOT, NICHOLAS	670.70	BURNETT, DIAMONDNIQUE	1,298.53
CRADDOCK, CYNTHIA	684.95	FLOYD, DONDAY	1,321.98
VILLEGAS, ROSEMARY	686.39	SKILLERN, JAVON	1,354.18
LALLELAND, NATHANAELLE	695.44	DAVIS, JAMES	1,372.98
SCHULTZ, EYAN C	710.91	JONES, DEMETRIUS L	1,373.54
TERRELL, GREGORY	715.01	PARKER, STEVEN C	1,389.39
TAYLOR, ESSIE	717.45	BURNETTE, DAVID	1,406.24
GOLDEN, JAMES T	720.75	BAKER, RASHEEDA	1,474.99
CONSTANT, JACQUES	721.73	SMITH JR, WILLIAM BRADFORD	1,489.20
SEIDLER, PETER	726.27	FERRERA, ANGELA	1,526.89
MCNEIL, WARREN	729.76	LAMORTE, CASEY W	1,572.56
BEASTON, CHARLES	736.43	NURIDDIN, NASHIER H	1,606.89
WILSON, ROBIN JANE	746.83	HUTCHINSON, MAHOGANY	1,608.06
WILSON, MARCUS	751.97	RODRIGUEZ, JEANETTE	1,707.20
DAVID, NANCY	755.18	OVERBEY, JAMES C	1,709.40
SPEARS, EBONY	763.01	WILKERSON, YULANDA	1,826.35
PAGE, TERRENCE	766.64	FERRARIS, CARMEN	1,850.19
CHAVIS, ERIC L	769.71	SPEARMAN, KEYANDA L	1,857.16
PIERCE, DARRYL	783.99	WINDSOR, KIRSTEN	2,052.72
FREIHAGE, AARON	790.13	BIZZLE, GARENA	2,299.09
EPPARD, HILDA	790.15	GREGORY, SHONNITHA	2,404.39
TROY, JENESHA	792.72	WATTS, ANGELA JEAN	2,742.39
KEEL, BRANDY J	792.88	MANLEY, LEE A	3,324.08
DURDEN, GLENDA	795.22	DAVIS, DARLENE CHAKETA	3,594.11
MOORE, JAQUITE	811.08	WILLIAMS, ASHLEY A	4,368.07
ALLEN, AUNGELIA	816.85	LEWIS, LUNELL	4,381.08
			<hr/> 146,007.85

List of Non-Residential Accounts over \$500.01

CLAYTON, WINSTON	556.86
CHRISTIAN CAB COMPANY	591.99
M INC	966.12
	<hr/> 2,114.97



**Fayetteville PWC Investments
Portfolio Management
Portfolio Summary
March 31, 2021**

Fayetteville PWC
955 Old Wilmington Road
Fayetteville, NC 28301

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Commercial Paper Disc. -Amortizing	56,000,000.00	55,968,002.60	55,948,509.75	25.60	256	114	0.299	0.304
Federal Agency Coupon Securities	97,655,000.00	97,229,509.10	97,926,239.16	44.81	2,104	1,843	0.976	0.990
Bank CD's	26,915,599.78	26,915,599.78	26,915,599.78	12.32	825	318	1.592	1.614
NCCMT Government	37,765,527.00	37,765,527.00	37,765,527.00	17.28	1	1	0.010	0.010
Investments	218,336,126.78	217,878,638.48	218,555,875.69	100.00%	1,110	894	0.712	0.722

Total Earnings	March 31 Month Ending	Fiscal Year To Date
Current Year	134,119.27	1,504,503.49
Average Daily Balance	221,472,268.23	239,714,914.58
Effective Rate of Return	0.71%	0.84%


 RHONDA HASKINS (Apr 16, 2021 12:06 EDT)
 Rhonda Haskins, Chief Financial Officer

Apr 16, 2021

Reporting period 03/01/2021-03/31/2021

Run Date: 04/06/2021 - 13:22

Portfolio INVT
AP
PM (PRF_PM1) 7.3.0
Report Ver. 7.3.7

Fayetteville PWC Investments
Portfolio Management
Portfolio Details with Earnings - Investments
March 31, 2021

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Current Rate	Days To Maturity	YTM	Accrued Interest	Unrealized Gain/Loss	Maturity Date
Commercial Paper Disc. -Amortizing													
05253AW22	210091	ANZ		03/04/2021	2,000,000.00	1,998,432.00	1,998,716.66	0.150	154	0.150	0.00	-284.66	09/02/2021
05571BR54	210081	BPCEGP		01/05/2021	2,000,000.00	1,999,980.00	1,999,960.00	0.180	4	0.180	0.00	20.00	04/05/2021
19423JTR8	210089	CCPFLX		03/04/2021	3,000,000.00	2,998,860.00	2,999,150.00	0.120	85	0.120	0.00	-290.00	06/25/2021
2254EAU27	210045	CSFBNY		10/09/2020	3,000,000.00	2,998,821.00	2,998,160.00	0.240	92	0.243	0.00	661.00	07/02/2021
2254EAUT8	210055	CSFBNY		11/02/2020	3,000,000.00	2,998,338.00	2,997,562.50	0.250	117	0.253	0.00	775.50	07/27/2021
2254EAUT8	210056	CSFBNY		11/02/2020	2,000,000.00	1,998,892.00	1,998,375.00	0.250	117	0.253	0.00	517.00	07/27/2021
2254EAUT8	210057	CSFBNY		11/02/2020	2,000,000.00	1,998,892.00	1,998,375.00	0.250	117	0.253	0.00	517.00	07/27/2021
38150TZE7	210072	GSINAT		12/14/2020	5,000,000.00	4,991,470.00	4,989,648.60	0.294	257	0.294	0.00	1,821.40	12/14/2021
45685QWA3	210074	INGFDG		12/15/2020	5,000,000.00	4,996,515.00	4,994,375.00	0.250	162	0.253	0.00	2,140.00	09/10/2021
5006E2SU7	210036	KDBNY		09/11/2020	3,300,000.00	3,299,366.40	3,298,683.66	0.251	57	0.254	0.00	682.74	05/28/2021
53948AU25	210046	LBCMNY		10/15/2020	1,400,000.00	1,399,486.20	1,399,034.00	0.270	92	0.273	0.00	452.20	07/02/2021
53948AU25	210047	LBCMNY		10/15/2020	600,000.00	599,779.80	599,586.00	0.270	92	0.273	0.00	193.80	07/02/2021
53948AV65	210062	LBCMNY		11/12/2020	2,100,000.00	2,098,834.50	2,097,777.50	0.300	127	0.303	0.00	1,057.00	08/06/2021
53948AV65	210063	LBCMNY		11/12/2020	900,000.00	899,500.50	899,047.50	0.300	127	0.303	0.00	453.00	08/06/2021
56108JRM5	210031	MAYBNY		09/01/2020	2,700,000.00	2,699,827.20	2,699,595.00	0.270	20	0.272	0.00	232.20	04/21/2021
56108JRT0	210092	MAYBNY		03/12/2021	4,000,000.00	3,999,640.00	3,999,682.22	0.110	26	0.110	0.00	-42.22	04/27/2021
62479LWT8	210082	MUFGBK		01/05/2021	2,000,000.00	1,998,200.00	1,997,911.66	0.210	179	0.212	0.00	288.34	09/27/2021
62479LYQ2	210090	MUFGBK		03/04/2021	2,000,000.00	1,997,368.00	1,998,025.00	0.150	237	0.152	0.00	-657.00	11/24/2021
05970RTU9	210008	SANTSA		07/08/2020	4,200,000.00	4,198,236.00	4,193,634.67	0.620	88	0.631	0.00	4,601.33	06/28/2021
05970RTU9	210009	SANTSA		07/08/2020	1,800,000.00	1,799,244.00	1,797,272.00	0.620	88	0.631	0.00	1,972.00	06/28/2021
05970RTU9	210010	SANTSA		07/08/2020	4,000,000.00	3,998,320.00	3,993,937.78	0.620	88	0.631	0.00	4,382.22	06/28/2021
Subtotal and Average			54,910,031.51		56,000,000.00	55,968,002.60	55,948,509.75	0.296	114	0.300	0.00	19,492.85	
Federal Agency Coupon Securities													
3133EKS3	190066	FFCB		06/28/2019	1,050,000.00	1,054,555.95	1,048,999.66	2.000	818	2.044	5,425.00	5,556.29	06/28/2023
3133EKS3	190067	FFCB		06/28/2019	450,000.00	451,952.55	449,571.28	2.000	818	2.044	2,325.00	2,381.27	06/28/2023
3133EKNY8	200015	FFCB		07/23/2019	2,100,000.00	2,108,166.90	2,106,488.73	2.300	797	2.151	15,295.00	1,678.17	06/07/2023
3133EKNY8	200016	FFCB		07/23/2019	900,000.00	903,500.10	902,780.88	2.300	797	2.151	6,555.00	719.22	06/07/2023
3133ELEH3	200114	FFCB		12/30/2019	1,400,000.00	1,450,096.20	1,393,978.00	2.000	2818	2.061	8,011.11	56,118.20	12/18/2028
3133ELEH3	200115	FFCB		12/30/2019	600,000.00	621,469.80	597,419.14	2.000	2818	2.061	3,433.33	24,050.66	12/18/2028
3133ELD84	200147	FFCB		06/03/2020	2,100,000.00	1,997,217.60	2,100,000.00	1.280	3350	1.280	8,810.67	-102,782.40	06/03/2030
3133ELD84	200148	FFCB		06/03/2020	900,000.00	855,950.40	900,000.00	1.280	3350	1.280	3,776.00	-44,049.60	06/03/2030
3133ELC28	200149	FFCB		06/08/2020	2,100,000.00	2,101,299.90	2,095,727.49	0.730	1517	0.780	5,280.33	5,572.41	05/27/2025
3133ELC28	200150	FFCB		06/08/2020	900,000.00	900,557.10	898,168.93	0.730	1517	0.780	2,263.00	2,388.17	05/27/2025
3133ELC85	200151	FFCB		06/08/2020	2,100,000.00	2,065,513.80	2,093,652.12	0.820	1882	0.880	5,931.33	-28,138.32	05/27/2026
3133ELC85	200152	FFCB		06/08/2020	900,000.00	885,220.20	897,279.48	0.820	1882	0.880	2,542.00	-12,059.28	05/27/2026

Portfolio INVT

AP

PM (PRF_PM8) 7.3.0

Run Date: 04/06/2021 - 13:22

Report Ver. 7.3.7

Fayetteville PWC Investments
Portfolio Management
Portfolio Details with Earnings - Investments
March 31, 2021

Page 2

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Current Rate	Days To Maturity	YTM	Accrued Interest	Unrealized Gain/Loss	Maturity Date
Federal Agency Coupon Securities													
3133ELB86	200153	FFCB		06/08/2020	1,400,000.00	1,347,645.60	1,393,571.31	1.400	3344	1.454	6,696.67	-45,925.71	05/28/2030
3133ELB86	200154	FFCB		06/08/2020	600,000.00	577,562.40	597,244.85	1.400	3344	1.454	2,870.00	-19,682.45	05/28/2030
3133ELA20	200155	FFCB		06/08/2020	1,400,000.00	1,348,607.40	1,393,715.13	1.060	2612	1.125	5,152.78	-45,107.73	05/26/2028
3133ELA20	200156	FFCB		06/08/2020	600,000.00	577,974.60	597,306.49	1.060	2612	1.125	2,208.33	-19,331.89	05/26/2028
3133ELE67	200157	FFCB		06/10/2020	2,100,000.00	2,101,358.70	2,097,071.28	0.580	1159	0.624	3,992.33	4,287.42	06/03/2024
3133ELE67	200158	FFCB		06/10/2020	900,000.00	900,582.30	898,744.84	0.580	1159	0.624	1,711.00	1,837.46	06/03/2024
3133ELQ49	210000	FFCB		07/01/2020	2,100,000.00	2,101,776.60	2,098,393.66	0.700	1551	0.718	3,715.83	3,382.94	06/30/2025
3133ELQ49	210001	FFCB		07/01/2020	900,000.00	900,761.40	899,311.57	0.700	1551	0.718	1,592.50	1,449.83	06/30/2025
3133ELQ56	210002	FFCB		07/02/2020	2,100,000.00	2,101,831.20	2,098,633.83	0.570	1188	0.590	2,959.25	3,197.37	07/02/2024
3133ELQ56	210003	FFCB		07/02/2020	900,000.00	900,784.80	899,414.50	0.570	1188	0.590	1,268.25	1,370.30	07/02/2024
3133EL3Y8	210025	FFCB		08/26/2020	1,330,000.00	1,289,401.75	1,328,204.78	0.670	1960	0.695	1,188.13	-38,803.03	08/13/2026
3133EL3Y8	210026	FFCB		08/26/2020	570,000.00	552,600.75	569,230.62	0.670	1960	0.695	509.20	-16,629.87	08/13/2026
3133ELPV0	210048	FFCB		10/20/2020	1,193,500.00	1,220,235.59	1,247,207.71	1.530	2161	0.750	1,471.00	-26,972.12	03/02/2027
3133ELPV0	210049	FFCB		10/20/2020	511,500.00	522,958.11	534,517.59	1.530	2161	0.750	630.42	-11,559.48	03/02/2027
3133ELMB7	210066	FFCB		11/23/2020	1,750,000.00	1,768,478.25	1,845,104.21	2.120	3232	1.460	5,771.11	-76,625.96	02/05/2030
3133ELMB7	210067	FFCB		11/23/2020	750,000.00	757,919.25	790,758.95	2.120	3232	1.460	2,473.33	-32,839.70	02/05/2030
3133EMRD6	210087	FFCB		02/26/2021	1,050,000.00	1,012,067.70	1,029,256.10	1.140	2878	1.406	1,163.75	-17,188.40	02/16/2029
3133EMRD6	210088	FFCB		02/26/2021	450,000.00	433,743.30	441,109.76	1.140	2878	1.406	498.75	-7,366.46	02/16/2029
313381FD2	200006	FHLB		07/11/2019	3,500,000.00	3,743,152.00	3,542,338.43	2.500	2444	2.300	26,979.17	200,813.57	12/10/2027
313381FD2	200007	FHLB		07/11/2019	1,500,000.00	1,604,208.00	1,518,145.04	2.500	2444	2.300	11,562.50	86,062.96	12/10/2027
3130AGQR9	200011	FHLB		07/19/2019	3,500,000.00	3,526,215.00	3,500,000.00	2.780	3031	2.780	19,460.00	26,215.00	07/19/2029
3130AGQR9	200012	FHLB		07/19/2019	1,500,000.00	1,511,235.00	1,500,000.00	2.780	3031	2.780	8,340.00	11,235.00	07/19/2029
3130AJNT2	200159	FHLB		06/10/2020	2,100,000.00	2,039,368.80	2,093,129.39	1.070	2255	1.125	7,302.75	-53,760.59	06/04/2027
3130AJNT2	200160	FHLB		06/10/2020	900,000.00	874,015.20	897,055.45	1.070	2255	1.125	3,129.75	-23,040.25	06/04/2027
3130AJP45	200167	FHLB		06/22/2020	5,000,000.00	5,002,590.00	4,992,776.33	0.500	1075	0.549	1,388.89	9,813.67	03/11/2024
3130A2VE3	210019	FHLB		08/19/2020	735,000.00	810,722.64	825,588.15	3.000	1989	0.685	1,225.00	-14,865.51	09/11/2026
3130A2VE3	210020	FHLB		08/19/2020	315,000.00	347,452.56	353,823.49	3.000	1989	0.685	525.00	-6,370.93	09/11/2026
3130AJXH7	210027	FHLB		08/26/2020	2,100,000.00	2,042,613.30	2,094,431.45	0.825	2329	0.867	2,117.50	-51,818.15	08/17/2027
3130AJXH7	210028	FHLB		08/26/2020	900,000.00	875,405.70	897,613.48	0.825	2329	0.867	907.50	-22,207.78	08/17/2027
3130AK2B1	210034	FHLB		09/08/2020	1,400,000.00	1,365,338.80	1,398,401.82	0.800	2167	0.819	715.56	-33,063.02	03/08/2027
3130AK2B1	210035	FHLB		09/08/2020	600,000.00	585,145.20	599,315.06	0.800	2167	0.819	306.67	-14,169.86	03/08/2027
3130AHY49	210053	FHLB		11/02/2020	700,000.00	721,273.70	724,769.21	2.000	2127	1.363	2,488.89	-3,495.51	01/27/2027
3130AHY49	210054	FHLB		11/02/2020	300,000.00	309,117.30	310,615.38	2.000	2127	1.363	1,066.67	-1,498.08	01/27/2027
3130AKFA9	210068	FHLB		12/07/2020	2,100,000.00	2,052,101.10	2,087,836.19	0.375	1716	0.500	2,493.75	-35,735.09	12/12/2025
3130AKFA9	210069	FHLB		12/07/2020	900,000.00	879,471.90	894,786.94	0.375	1716	0.500	1,068.76	-15,315.04	12/12/2025
3130AKKP0	210076	FHLB		12/23/2020	6,000,000.00	5,983,224.00	5,991,271.92	0.190	995	0.243	3,103.33	-8,047.92	12/22/2023

Portfolio INVT
AP
PM (PRF_PM8) 7.3.0

Fayetteville PWC Investments
Portfolio Management
Portfolio Details with Earnings - Investments
March 31, 2021

Page 3

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Current Rate	Days To Maturity	YTM	Accrued Interest	Unrealized Gain/Loss	Maturity Date
Federal Agency Coupon Securities													
3130AKKF2	210077	FHLB		01/05/2021	1,400,000.00	1,395,083.20	1,400,000.00	0.270	1092	0.270	31.50	-4,916.80	03/28/2024
3130AKKF2	210078	FHLB		01/05/2021	600,000.00	597,892.80	600,000.00	0.270	1092	0.270	13.50	-2,107.20	03/28/2024
3130AKKF2	210079	FHLB		01/05/2021	2,000,000.00	1,992,976.00	2,000,000.00	0.270	1092	0.270	45.00	-7,024.00	03/28/2024
3130AKKF2	210080	FHLB		01/05/2021	2,000,000.00	1,992,976.00	2,000,000.00	0.270	1092	0.270	45.00	-7,024.00	03/28/2024
3130AKNA0	210083	FHLB		01/26/2021	1,400,000.00	1,383,363.80	1,400,000.00	0.250	1761	0.622	631.94	-16,636.20	01/26/2026
3130AKNA0	210084	FHLB		01/26/2021	600,000.00	592,870.20	600,000.00	0.250	1761	0.622	270.83	-7,129.80	01/26/2026
3130ALER1	210085	FHLB		02/26/2021	1,050,000.00	1,019,343.15	1,037,045.20	1.125	2703	1.300	196.88	-17,702.05	08/25/2028
3130ALER1	210086	FHLB		02/26/2021	450,000.00	436,861.35	444,447.94	1.125	2703	1.300	84.39	-7,586.59	08/25/2028
3134GWC38	210032	FHLMC		09/02/2020	1,400,000.00	1,394,638.00	1,400,000.00	0.480	1341	0.480	541.33	-5,362.00	12/02/2024
3134GWC38	210033	FHLMC		09/02/2020	600,000.00	597,702.00	600,000.00	0.480	1341	0.480	232.00	-2,298.00	12/02/2024
3134GWC53	210040	FHLMC		09/15/2020	1,400,000.00	1,383,977.00	1,400,000.00	0.650	1628	0.650	404.44	-16,023.00	09/15/2025
3134GWC53	210041	FHLMC		09/15/2020	600,000.00	593,133.00	600,000.00	0.650	1628	0.650	173.33	-6,867.00	09/15/2025
3134GWUC8	210058	FHLMC		11/03/2020	2,660,000.00	2,589,392.96	2,648,983.99	0.500	1734	0.588	36.94	-59,591.03	12/30/2025
3134GWUC8	210059	FHLMC		11/03/2020	1,140,000.00	1,109,739.84	1,135,278.85	0.500	1734	0.588	15.83	-25,539.01	12/30/2025
3137EAEZ8	210060	FHLMC		11/12/2020	2,100,000.00	2,098,315.80	2,097,287.03	0.250	949	0.300	2,027.09	1,028.77	11/06/2023
3137EAEZ8	210061	FHLMC		11/12/2020	900,000.00	899,278.20	898,837.29	0.250	949	0.300	868.75	440.91	11/06/2023
3134GXFM1	210070	FHLMC		12/09/2020	2,100,000.00	2,040,712.80	2,100,000.00	0.650	1895	0.650	4,246.67	-59,287.20	06/09/2026
3134GXFM1	210071	FHLMC		12/09/2020	900,000.00	874,591.20	900,000.00	0.650	1895	0.650	1,820.00	-25,408.80	06/09/2026
3135GA4W8	210064	FNMA		11/18/2020	1,540,000.00	1,508,948.98	1,539,718.77	0.500	1419	0.504	919.72	-30,769.79	02/18/2025
3135GA4W8	210065	FNMA		11/18/2020	660,000.00	646,692.42	659,879.47	0.500	1419	0.504	394.17	-13,187.05	02/18/2025
3135GABU4	210075	FNMA		12/15/2020	2,000,000.00	1,996,580.00	2,000,000.00	0.350	1201	0.350	1,477.78	-3,420.00	07/15/2024
Subtotal and Average			101,217,545.23		97,655,000.00	97,229,509.10	97,926,239.16	1.028	1843	0.990	224,179.18	-696,730.06	
Bank CD's													
1942608	190002	BB&T		07/19/2018	3,844,576.17	3,844,576.17	3,844,576.17	2.730	109	2.730	73,605.86	0.00	07/19/2021
1942608	190003	BB&T		07/19/2018	1,647,673.79	1,647,673.79	1,647,673.79	2.730	109	2.730	31,545.34	0.00	07/19/2021
163574	200163	CB&T		06/26/2020	2,109,471.21	2,109,471.21	2,109,471.21	0.600	816	0.600	208.06	0.00	06/26/2023
163574	200164	CB&T		06/26/2020	904,059.09	904,059.09	904,059.09	0.600	816	0.600	74.31	0.00	06/26/2023
163568	200165	CB&T		06/26/2020	2,811,573.77	2,811,573.77	2,811,573.77	0.550	451	0.550	254.20	0.00	06/26/2022
163568	200166	CB&T		06/26/2020	1,204,960.18	1,204,960.18	1,204,960.18	0.550	451	0.550	108.94	0.00	06/26/2022
236818	210029	CB&T		08/14/2020	2,104,204.18	2,104,204.18	2,104,204.18	0.400	227	0.400	1,060.75	0.00	11/14/2021
236818	210030	CB&T		08/14/2020	901,801.79	901,801.79	901,801.79	0.400	227	0.400	454.61	0.00	11/14/2021
101729729	210021	FNB		08/14/2020	3,507,178.68	3,507,178.68	3,507,178.68	0.410	319	0.410	1,812.20	0.00	02/14/2022
101729729	210022	FNB		08/14/2020	1,503,076.57	1,503,076.57	1,503,076.57	0.410	319	0.410	776.66	0.00	02/14/2022
65813	190053	SB&T		05/10/2019	2,227,042.54	2,227,042.54	2,227,042.54	3.200	38	3.200	4,301.10	0.00	05/09/2021
65813	190054	SB&T		05/10/2019	954,446.82	954,446.82	954,446.82	3.200	38	3.200	1,843.33	0.00	05/09/2021

Portfolio INVT
AP
PM (PRF_PM8) 7.3.0

Fayetteville PWC Investments
Portfolio Management
Portfolio Details with Earnings - Investments
March 31, 2021

Page 4

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Current Rate	Days To Maturity	YTM	Accrued Interest	Unrealized Gain/Loss	Maturity Date
Bank CD's													
65821	190055	SB&T		05/10/2019	2,236,874.50	2,236,874.50	2,236,874.50	3.440	403	3.440	4,644.55	0.00	05/09/2022
65821	190056	SB&T		05/10/2019	958,660.49	958,660.49	958,660.49	3.440	403	3.440	1,990.52	0.00	05/09/2022
Subtotal and Average			26,902,797.04		26,915,599.78	26,915,599.78	26,915,599.78	1.614	318	1.614	122,680.43	0.00	
NCCMT Government													
658191101	NC0000	NCCMT		05/01/2019	6.95	6.95	6.95	0.010	1	0.010	0.07	0.00	
658191101	NC0001	NCCMT		05/01/2019	6.90	6.90	6.90	0.010	1	0.010	0.00	0.00	
658191101	NC0002	NCCMT		05/01/2019	7.68	7.68	7.68	0.010	1	0.010	0.00	0.00	
658191101	NC0003	NCCMT		05/01/2019	8.28	8.28	8.28	0.010	1	0.010	4.59	0.00	
658191101	NC0004	NCCMT		05/01/2019	8.41	8.41	8.41	0.010	1	0.010	2.02	0.00	
658191101	NC0007	NCCMT		05/01/2019	3.98	3.98	3.98	0.010	1	0.010	0.00	0.00	
658191101	NC0008	NCCMT		05/01/2019	9.48	9.48	9.48	0.010	1	0.010	0.00	0.00	
658191101	NC0009	NCCMT		05/01/2019	5.82	5.82	5.82	0.010	1	0.010	0.00	0.00	
658191101	NC0010	NCCMT		05/01/2019	8.37	8.37	8.37	0.010	1	0.010	0.00	0.00	
658191101	NC0011	NCCMT		05/01/2019	7.23	7.23	7.23	0.010	1	0.010	0.00	0.00	
658191101	NC0012	NCCMT		05/01/2019	6,358,268.75	6,358,268.75	6,358,268.75	0.010	1	0.010	0.00	0.00	
658191101	NC0013	NCCMT		05/01/2019	3,015,025.74	3,015,025.74	3,015,025.74	0.010	1	0.010	0.00	0.00	
658191101	NC0014	NCCMT		05/01/2019	1,293,065.71	1,293,065.71	1,293,065.71	0.010	1	0.010	0.00	0.00	
658191101	NC0015	NCCMT		05/01/2019	5.33	5.33	5.33	0.010	1	0.010	0.00	0.00	
658191101	NC0016	NCCMT		05/01/2019	6.93	6.93	6.93	0.010	1	0.010	0.00	0.00	
658191101	NC0017	NCCMT		05/01/2019	9.25	9.25	9.25	0.010	1	0.010	1.54	0.00	
658191101	NC0023	NCCMT		05/01/2019	12,703,807.85	12,703,807.85	12,703,807.85	0.010	1	0.010	0.00	0.00	
658191101	NC0025	NCCMT		05/01/2019	7,302,507.25	7,302,507.25	7,302,507.25	0.010	1	0.010	0.00	0.00	
658191101	NC0026	NCCMT		05/01/2019	2,425,100.38	2,425,100.38	2,425,100.38	0.010	1	0.010	0.00	0.00	
658191101	NC0027	NCCMT		05/01/2019	4.95	4.95	4.95	0.010	1	0.010	0.00	0.00	
658191101	NC0028	NCCMT		05/01/2019	2.75	2.75	2.75	0.010	1	0.010	0.00	0.00	
658191101	NC0029	NCCMT		02/25/2020	0.00	0.00	0.00	0.010	1	0.010	0.00	0.00	
658191101	NC0030	NCCMT		02/25/2020	0.00	0.00	0.00	0.010	1	0.010	0.00	0.00	
658191101	NC0031	NCCMT		10/30/2020	663,094.69	663,094.69	663,094.69	0.010	1	0.010	0.00	0.00	
658191101	NC0032	NCCMT		11/19/2020	4,004,554.32	4,004,554.32	4,004,554.32	0.010	1	0.010	0.00	0.00	
658191101	NC0033	NCCMT		11/19/2020	0.00	0.00	0.00	0.010	1	0.010	9.77	0.00	
Subtotal and Average			38,441,894.44		37,765,527.00	37,765,527.00	37,765,527.00	0.010	1	0.010	17.99	0.00	

Fayetteville PWC Investments
Portfolio Management
Portfolio Details with Earnings - Investments
March 31, 2021

Page 5

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Current Rate	Days To Maturity	YTM	Accrued Interest	Unrealized Gain/Loss
Total and Average			221,472,268.23		218,336,126.78	217,878,638.48	218,555,875.69	0.737	894	0.721	346,877.60	-677,237.21

Fayetteville PWC Investments
Portfolio Management
Portfolio Details with Earnings - Cash
March 31, 2021

Page 6

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Current Rate	Days To Maturity	YTM	Accrued Interest	Unrealized Gain/Loss
Average Balance			0.00									
Total Cash and Investments			221,472,268.23		218,336,126.78	217,878,638.48	218,555,875.69	0.737	894	0.721	346,877.60	-677,237.21

Purchase Order Detail Report

Month of Mar-2021

Total Approved PO Count: 477 Amount: \$5,718,460.57

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
A-1 SUPPLY COMPANY	31300026956	3/3/2021	31	4.95	EACH	HANDLE, BROOM	153.45	
							PO 31300026956 Total	153.45
A-1 SUPPLY COMPANY	31300027063	3/17/2021	102	24.80	CS	BAG, REFUSE, 38" X 60", LG, 2 MIL, BLACK	2,529.60	
							PO 31300027063 Total	2,529.60
							A-1 SUPPLY COMPANY Total	2,683.05

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ACME FENCE CO., INC.	31300026953	3/3/2021				TO PROVIDE ALL LABOR AND MATERIALS FOR FENCING AND GATES NEEDED TO RESTRICT ACCESS TO UTILTY EASEMENTS AT 4814 WATUGA RD. FOR WRC.	1,940.00	
							PO 31300026953 Total	1,940.00
							ACME FENCE CO., INC. Total	1,940.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ACUMEN DYNAMICS LLC	31300027135	3/25/2021				SERVICE AGREEMENT - ACUMEN DYNAMICS FOR EXECUTIVE TEAM CAPACITY BUILDING - EXHIBIT A TTI EXECUTIVE TEAM BLDG, PROFESSIONAL LEADERSHIP SUCCESSION AND BUSINESS CONTINUITY - THRU JUNE 30 2022	50,000.00	
							PO 31300027135 Total	50,000.00
ACUMEN DYNAMICS LLC	31300027137	3/25/2021				SERVICE AGREEMENT EXECUTIVE TEAM CAPACITY BUILDING - EXHIBIT B - PERFORMANCE MANAGEMENT PROGRAM DEVELOPMENT	110,000.00	
							PO 31300027137 Total	110,000.00
							ACUMEN DYNAMICS LLC Total	160,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
AIRGAS USA LLC	31300027104	3/19/2021				ANNUAL LEASE FOR SPEC LARGE (10) & INDUSTRIAL LARGE (25) TANKS	1,695.41	
							PO 31300027104 Total	1,695.41
							AIRGAS USA LLC Total	1,695.41

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ALPHA RISK MANAGEMENT SERVICES, LLC	31300026995	3/8/2021				SERVICE AGREEMENT - ALPHA RISK MANAGEMENT SERVICES LLC FOR INSURANCE CONSULTING SERVICES - PROPERTY APPRAISAL UPDATES - THRU JUNE 30, 2021	23,000.00	
							PO 31300026995 Total	23,000.00

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ALPHA RISK MANAGEMENT SERVICES, LLC Total							23,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ALPINE FRESH, INC	31300025266	3/12/2021				INCREASE PO#31300025266 FOR JANITORIAL SERVICES AT FLEET MAINTENANCE	4,330.00	
PO 31300025266 Total							4,330.00	
ALPINE FRESH, INC Total							4,330.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ALTEC INDUSTRIES INC	31300024817	3/12/2021				BLANKET PO FOR PARTS FROM ALTEC 0152.640020	6,000.00	
PO 31300024817 Total							6,000.00	
ALTEC INDUSTRIES INC Total							6,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
AMAZON CAPITAL SERVICES, INC	31300027057	3/15/2021	18	64.99	EACH	4 YR OFFICE EQUIPMENT PROTECTION PLAN WITH TECH SUPPORT FOR ANDROID 8.1 BARCODE HANDHELD SCANNER.	1,169.82	
	31300027057	3/15/2021	18	450.17	EACH	ANDROID 8.1 BARCODE HANDHELD SCANNER.	8,103.06	
PO 31300027057 Total							9,272.88	
AMAZON CAPITAL SERVICES, INC Total							9,272.88	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
AMERICAN PUBLIC POWER ASSOCIATION (APPA)	31300026945	3/1/2021				Invoice from APPA DEED Program for Annual Dues.	11,500.00	
PO 31300026945 Total							11,500.00	
AMERICAN PUBLIC POWER ASSOCIATION (APPA) Total							11,500.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
AMERICAN SAFETY UTILITY CORP.	31300027097	3/19/2021	2	2,577.28	EACH	AMERICAN SAFETY (2) PART# REC--54ACM-GEAR-DRIVEN CABLE CUTTER FOR CU/AL-HUSKIE	5,154.56	
	31300027097	3/19/2021	1	1,682.42	EACH	AMERICAN SAFETY (1) H4802-3	1,682.42	
	31300027097	3/19/2021	2	2.06	EACH	AMERICAN SAFETY (2) 143731	4.12	
	31300027097	3/19/2021	1	1,442.99	EACH	AMERICAN SAFETY (1) H4802-6	1,442.99	
PO 31300027097 Total							8,284.09	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
AMERICAN SAFETY UTILITY CORP. Total							8,284.09	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ANIXTER INC	31300027174	3/30/2021	37	85.75	EACH	DRILL-TERGE, (BORING)	3,172.75	
PO 31300027174 Total							3,172.75	
ANIXTER INC Total							3,172.75	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ANTHONY WHISNANT	31300026993	3/8/2021				REMOVAL OF (2) DEAD TREES ON PROPERTY AT THE CORNER OF BELT & OLD WILMINGTON RD.	1,600.00	
PO 31300026993 Total							1,600.00	
ANTHONY WHISNANT Total							1,600.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
AUTOMATIC DATA PROCESSING, INC.	31300027133	3/24/2021				WORKFORCE NOW PAYMENT SOLUTIONS AND SERVICES	45,501.56	
PO 31300027133 Total							45,501.56	
AUTOMATIC DATA PROCESSING, INC. Total							45,501.56	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
BELL'S SEED STORE, LLC	31300027069	3/17/2021	11	5.25	EACH	SPADE, GARDEN	57.75	
PO 31300027069 Total							57.75	
BELL'S SEED STORE, LLC	31300027116	3/23/2021				QTY 10 - 48" VINYL CONSTRUCTION SIGNS TO READ: PWC SANITARY SEWER SMOKE TESTING PROJECT, WITH OVERLAYS FOR MONTHS AND DATES	4,620.00	
PO 31300027116 Total							4,620.00	
BELL'S SEED STORE, LLC Total							4,677.75	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
BILL'S MOBILE CRANE SVC., INC.	31300027022	3/10/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS UNDER PREVIOUSLY APPROVED BPA#31300025229 TO PROVIDE CRANE SERVICES PER REQUEST BY ELECTRICAL CONSTRUCTION DEPARTMENT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.	1,071.00	
PO 31300027022 Total							1,071.00	
BILL'S MOBILE CRANE SVC., INC.	31300027089	3/18/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS UNDER PREVIOUSLY APPROVED BPA#31300025229	1,071.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						TO PROVIDE CRANE SERVICES PER REQUEST BY ELECTRICAL CONSTRUCTION DEPARTMENT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.		
PO 31300027089 Total							1,071.00	
BILL'S MOBILE CRANE SVC., INC.	31300027125	3/23/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS UNDER PREVIOUSLY APPROVED BPA#31300025229 TO PROVIDE CRANE SERVICES PER REQUEST BY ELECTRICAL CONSTRUCTION DEPARTMENT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.	1,071.00	
PO 31300027125 Total							1,071.00	
BILL'S MOBILE CRANE SVC., INC. Total							3,213.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
BOBBY TAYLOR OIL CO., INC.	31300025692	3/8/2021				BLANKET PO FOR UNLEADED AND DIESEL FUEL FROM BOBBY TAYLOR ADDITION TO PO#31300025692	60,000.00	
PO 31300025692 Total							60,000.00	
BOBBY TAYLOR OIL CO., INC. Total							60,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
C & M CONTRACTORS, INC.	31300026991	3/8/2021				PREP, PLACE, FINISH CONCRETE FOR RO PROJECT.QUOTE: 1388	5,400.00	
PO 31300026991 Total							5,400.00	
C & M CONTRACTORS, INC. Total							5,400.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CAMPBELL OIL & GAS CO., INC.	31300026992	3/8/2021				5-55GAL DRUMS OF SHELLZONE ALL SEASON COOLANT CONCENTRATE FOR RADIATOR REPLACEMENT OF G/T5	1,804.70	
	31300026992	3/8/2021				5-55GAL DRUMS OF SHELLZONE ALL SEASON COOLANT CONCENTRATE FOR RADIATOR REPLACEMENT OF G/T4	1,804.70	
PO 31300026992 Total							3,609.40	
CAMPBELL OIL & GAS CO., INC. Total							3,609.40	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CAROLINA MANAGEMENT TEAM, LLC	31300027003	3/9/2021				FUNDS NEEDED TO SEAM/CRACK INJECTION TO STOP INFILTRATION AT ABF #4 EFFLUENT AT THE ROCKFISH WRF. WATER LEAKING INTO THE EFFLUENT CHANNEL.	3,966.25	
PO 31300027003 Total							3,966.25	
CAROLINA MANAGEMENT TEAM, LLC	31300027006	3/9/2021				REPAIR CRACKS IN HYPO ROOM FLOORS AT THE GLENNVILLE WTF	18,355.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						PO 31300027006 Total	18,355.00	
						CAROLINA MANAGEMENT TEAM, LLC Total	22,321.25	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CAROLINA SPECIALTIES OF NC	31300026669	3/4/2021	17	13.50	EACH	(QTY: 17) 15" LAPTOP MESSENGER BAG - AT \$13.50 EACH	229.50	
						PO 31300026669 Total	229.50	
						CAROLINA SPECIALTIES OF NC Total	229.50	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CAROTEK, INC.	31300027151	3/26/2021	2	254.00	EACH	SWITCH PRESSURE, RANGE 100 PSI	508.00	
						PO 31300027151 Total	508.00	
						CAROTEK, INC. Total	508.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CARTER MACHINE WORKS, INC.	31300026987	3/5/2021	1	3,600.00	EACH	LINING BEARING (GEN. P&D) REV-B	3,600.00	
	31300026987	3/5/2021	2	2,800.00	EACH	142D4910G001 Brg Lliner,Brg1&2,Except G/T8	5,600.00	
						PO 31300026987 Total	9,200.00	
						CARTER MACHINE WORKS, INC. Total	9,200.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CH2M HILL	31300025189	3/25/2021				THIRD AMENDMENT TO SERVICE AGREEMENT CH2M HILL NORTH CAROLINA TO ADD \$10,000 FOR ADDITIONAL CFR BASIN WATER QUALITY TECHNICAL ASSISTANCE	10,000.00	
						PO 31300025189 Total	10,000.00	
						CH2M HILL Total	10,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CHARLES R. UNDERWOOD INC	31300027010	3/10/2021				REPLACEMENT SUMP PUMP FOR THE TRANSFER BUILDING BASEMENT AT THE CROSS CREEK WRF.	5,612.55	
						PO 31300027010 Total	5,612.55	
CHARLES R. UNDERWOOD INC	31300027011	3/10/2021				REPLACEMENT SUMP PUMPS FOR THE PRIMARY BUILDING AT THE CROSS CREEK WRF.	8,500.00	
						PO 31300027011 Total	8,500.00	
CHARLES R. UNDERWOOD INC	31300027017	3/10/2021				REMOVAL OF EXISITNG ISOLATION VALVES AND REPLACE WITH NEW VALVES AT THE DECATUR TANK.	7,200.00	
						PO 31300027017 Total	7,200.00	
CHARLES R.	31300027146	3/25/2021				ONE (1) 10" GLOBE SILENT CHECK VALVE WITH 12" LL - AT	3,025.40	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
UNDERWOOD INC						\$2,900.40 ; FREIGHT		
							PO 31300027146 Total	3,025.40
							CHARLES R. UNDERWOOD INC Total	24,337.95

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CINTAS CORPORATION	31300024776	3/18/2021				BLANKET PO FOR FLEET UNIFORMS FROM CINTAS	14,000.00	
							PO 31300024776 Total	14,000.00
CINTAS CORPORATION	31300025091	3/18/2021				CINTAS UNIFORMS & JACKETS ADDITION TO 0430, 0432 & 0436	1,334.00	
							PO 31300025091 Total	1,334.00
							CINTAS CORPORATION Total	15,334.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CITY OF FAYETTEVILLE	31300027001	3/9/2021				CITY OF FAYETTEVILLE STORM WATER FEES JAN 1-DEC 31 2020	61,753.00	
							PO 31300027001 Total	61,753.00
							CITY OF FAYETTEVILLE Total	61,753.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
COMMUNICATIONS SUPPORT SPECIALISTS	31300026267	3/8/2021				PO INCREASE (31300026267) TO INSTALL CAMERAS ON TOP OF FIVE WATER TANKS	1,800.00	
							PO 31300026267 Total	1,800.00
							COMMUNICATIONS SUPPORT SPECIALISTS Total	1,800.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
COMPLIANCE IT SOLUTIONS, LLC	31300027059	3/16/2021				SERVICE AGREEMENT - COMPLIANCE IT SOLUTIONS LLC - ARCHIVE EMAIL MIGRATION PROJECT \$80,920 THRU JUNE 30, 2021	80,920.00	
							PO 31300027059 Total	80,920.00
							COMPLIANCE IT SOLUTIONS, LLC Total	80,920.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CONCENTRA	31300025489	3/11/2021				CONCENTRA ADDITIONAL FUNDS TO ADDED TO PO LINE 313.25489	22,762.00	
							PO 31300025489 Total	22,762.00
							CONCENTRA Total	22,762.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CONCRETE PIPE & PRECAST LLC	31300026957	3/3/2021	6	3,480.00	EACH	VAULT, PRECAST CONCRETE, 5' X 10' X 7'	20,880.00	
							PO 31300026957 Total	20,880.00

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						CONCRETE PIPE & PRECAST LLC Total	20,880.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CONSOLIDATED ELECTRICAL DIST., INC.	31300026974	3/3/2021				TWO (2) ASCO - CATALOG# D07ATSA30070N5XC - 6J18B18G29A72EE2	12,411.14	
						PO 31300026974 Total	12,411.14	
						CONSOLIDATED ELECTRICAL DIST., INC. Total	12,411.14	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CORE AND MAIN	31300026964	3/3/2021	39	3.50	EACH	PAINT, WHITE MARKING, SOLVENT	136.50	
						PO 31300026964 Total	136.50	
CORE AND MAIN	31300026969	3/3/2021	70	52.75	EACH	COUPLING, 3/4 METER, NO LEAD	3,692.50	
	31300026969	3/3/2021	6	95.15	EACH	COUPLING, 21", FERNCO, VCP TO PVC/CI	570.90	
						PO 31300026969 Total	4,263.40	
CORE AND MAIN	31300026977	3/3/2021				TWO (2) SCHONSTEDT GA-92XTD MAGNETIC LOCATOR WITH DIGITAL DISPLAY - AT \$837.50 EACH	1,675.00	
						PO 31300026977 Total	1,675.00	
CORE AND MAIN	31300027047	3/12/2021	350	14.45	EACH	INSERT, 1" MIP X 1" PEP, NO LEAD, "FORD ONLY"	5,057.50	
						PO 31300027047 Total	5,057.50	
CORE AND MAIN	31300027071	3/17/2021	21	2.00	EACH	LUG, ANCHOR	42.00	
	31300027071	3/17/2021	62	49.00	EACH	TEE, CTS PACK JOINT, 1"X1"X1", NO LEAD	3,038.00	
						PO 31300027071 Total	3,080.00	
CORE AND MAIN	31300027117	3/23/2021				THREE (3) ICS 575827 CHAINSAWS	7,417.67	
						PO 31300027117 Total	7,417.67	
CORE AND MAIN	31300027140	3/25/2021	2	117.60	EACH	TEE, CI, 6" X 6" X 6", MJ	235.20	
						PO 31300027140 Total	235.20	
						CORE AND MAIN Total	21,865.27	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CORPORATE INTERIORS & SALES	31300026937	3/1/2021				TO PURCHASE (1) SIT TO STAND DESKTOP (INTELLASPACE # 25320B) FOR JILL PARKER	498.60	
						PO 31300026937 Total	498.60	
CORPORATE INTERIORS & SALES	31300027038	3/12/2021				REPLACE TWO SECTIONS OF DAMAGED BASE CABINETS IN THE CROSS CREEK LAB	2,175.00	
						PO 31300027038 Total	2,175.00	
CORPORATE INTERIORS & SALES	31300027086	3/18/2021				TO PURCHASE (2) HON#BSX-434LL PUTTY LATERAL FILE 30W X 18D X 52 1/2H	1,140.00	
						PO 31300027086 Total	1,140.00	
						CORPORATE INTERIORS & SALES Total	3,813.60	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CROWN EQUIPMENT CORPORATION	31300026938	3/1/2021				FREIGHT FOR DESIGN, FABRICATE AND INSTALL 6 V-CRADLE STACK RACKS FOR STORAGE OF WATER PIPE PER ATTACHED QUOTE	5,060.00	
	31300026938	3/1/2021				DESIGN, FABRICATE AND INSTALL 6 V-CRADLE STACK RACKS FOR STORAGE OF WATER PIPE PER ATTACHED QUOTE	23,396.76	
							PO 31300026938 Total	28,456.76
							CROWN EQUIPMENT CORPORATION Total	28,456.76

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CROWN FORD	31300024805	3/30/2021				BLANKET PO FOR PARTS FROM CROWN FORD 0152.640020	12,000.00	
							PO 31300024805 Total	12,000.00
							CROWN FORD Total	12,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CSX TRANSPORTATION	31300027147	3/25/2021				FLAGGING AND INSPECTION SERVICES FOR THE RUSSELL ST SEWER MAIN REPLACEMENT PROJECT.	65,000.00	
							PO 31300027147 Total	65,000.00
							CSX TRANSPORTATION Total	65,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CUES, INC.	31300027025	3/11/2021				BLANKET PURCHASE AGREEMENT TO PROCESS INVOICES UNDER PREVIOUSLY APPROVED BPA#31300024916 TO REPAIR CAMERA SYSTEM REPAIRS AND REPAIR PARTS FOR JULY 2020 THOUGH JUNE 2020 (FY21 REPAIRS TO VAC TRUCKS)	2,004.93	
							PO 31300027025 Total	2,004.93
CUES, INC.	31300027026	3/11/2021				BLANKET PURCHASE AGREEMENT TO PROCESS INVOICES UNDER PREVIOUSLY APPROVED BPA#31300024916 TO REPAIR CAMERA SYSTEM REPAIRS AND REPAIR PARTS FOR JULY 2020 THOUGH JUNE 2020 (FY21 REPAIRS TO VAC TRUCKS)	1,664.04	
							PO 31300027026 Total	1,664.04
CUES, INC.	31300027124	3/23/2021				BLANKET PURCHASE AGREEMENT TO PROCESS INVOICES UNDER PREVIOUSLY APPROVED BPA#31300024916 TO REPAIR CAMERA SYSTEM REPAIRS AND REPAIR PARTS FOR JULY 2020 THOUGH JUNE 2020 (FY21 REPAIRS TO VAC TRUCKS)	1,796.15	
							PO 31300027124 Total	1,796.15
							CUES, INC. Total	5,465.12

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
CUMBERLAND COUNTY EXTENSION MASTER	31300026941	3/1/2021				Master Gardener Spring Symposium 2021 Sponsorship	4,000.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
GARDENER VOLUNTEERS								
							PO 31300026941 Total	4,000.00
							CUMBERLAND COUNTY EXTENSION MASTER GARDENER VOLUNTEERS Total	4,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
D.E.S.P. WASTE CONSUMING	31300027164	3/30/2021	29	845.00	CS	DRAIN EZE CUBES, 5LB BLOCK SOAK A SACK	24,505.00	
							PO 31300027164 Total	24,505.00
							D.E.S.P. WASTE CONSUMING Total	24,505.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
DAPARAK, INC.	31300027012	3/10/2021				REPLACEMENT HYPO CHEMICAL FEED PUMP AT THE PO HOFFER WTF	6,482.50	
							PO 31300027012 Total	6,482.50
DAPARAK, INC.	31300027014	3/10/2021				REPLACEMENT CAUSTIC TRANSFER PUMP FOR THE PO HOFFER WTF	3,625.00	
							PO 31300027014 Total	3,625.00
DAPARAK, INC.	31300027064	3/17/2021				ONE (1) REPLACEMENT IWAKI HYPO TRANSFER PUMP, MODEL MX-F402RFVX. ONE (1) FLANGE KIT MODEL NUMBER MXF9215V. FOR PO HOFFER WTF	3,285.00	
							PO 31300027064 Total	3,285.00
DAPARAK, INC.	31300027066	3/17/2021				ONE (1) GRUNDFOS CAUSTIC FEED PUMP MODEL DME375-10AR-PV/T/G-F-21A4A4B. FOR GENVILLE WTF	5,411.28	
							PO 31300027066 Total	5,411.28
							DAPARAK, INC. Total	18,803.78

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
DIAMOND CONSTRUCTORS, INC.	31300027039	3/12/2021				PAY APP FOR PAYMENT OF INVOICES (ASPHALT/CONCRETE PATCHING) UNDER PREVIOUSLY APPROVED BPA#31300025227 VALID FOR WORK PERFORMED FOR ELECTRIC CONSTRUCTION DEPT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021	4,396.01	
	31300027039	3/12/2021				PAY APP FOR PAYMENT OF INVOICES (ASPHALT/CONCRETE PATCHING) UNDER PREVIOUSLY APPROVED BPA#31300025227 VALID FOR WORK PERFORMED FOR ELECTRIC CONSTRUCTION DEPT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021	459.22	
							PO 31300027039 Total	4,855.23
DIAMOND CONSTRUCTORS, INC.	31300027085	3/18/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES (ASPHALT PATCHING) UNDER PREVIOUSLY APPROVED BPA#31300024912 VALID FOR	10,375.72	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						WORK PERFORMED FOR W/R CONSTRUCTION DEPARTMENT FOR JULY 2020 THROUGH JUNE 2021		
PO 31300027085 Total							10,375.72	
DIAMOND CONSTRUCTORS, INC.	31300027090	3/18/2021				PAY APP FOR PAYMENT OF INVOICES (ASPHALT/CONCRETE PATCHING) UNDER PREVIOUSLY APPROVED BPA#31300025227 VALID FOR WORK PERFORMED FOR ELECTRIC CONSTRUCTION DEPT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021	3,412.50	
PO 31300027090 Total							3,412.50	
DIAMOND CONSTRUCTORS, INC.	31300027091	3/18/2021				TO FURNISH ALL MATERIALS & LABOR FOR THE REPLACEMENT OF ONE (1) ASPHALT SPEED HUMP ON LAKE TRAIL DRIVE WITH APPROXIMATELY 11 TONS OF ASPHALT PER QUOTE 2021-005.	2,200.00	
PO 31300027091 Total							2,200.00	
DIAMOND CONSTRUCTORS, INC.	31300027112	3/23/2021				PAY APP FOR PAYMENT OF INVOICES (ASPHALT/CONCRETE PATCHING) UNDER PREVIOUSLY APPROVED BPA#31300025227 VALID FOR WORK PERFORMED FOR ELECTRIC CONSTRUCTION DEPT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021	5,280.95	
	31300027112	3/23/2021				PAY APP FOR PAYMENT OF INVOICES (ASPHALT/CONCRETE PATCHING) UNDER PREVIOUSLY APPROVED BPA#31300025227 VALID FOR WORK PERFORMED FOR ELECTRIC CONSTRUCTION DEPT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021	550.00	
	31300027112	3/23/2021				PAY APP FOR PAYMENT OF INVOICES (ASPHALT/CONCRETE PATCHING) UNDER PREVIOUSLY APPROVED BPA#31300025227 VALID FOR WORK PERFORMED FOR ELECTRIC CONSTRUCTION DEPT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021	5,360.35	
PO 31300027112 Total							11,191.30	
DIAMOND CONSTRUCTORS, INC.	31300027127	3/23/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES (ASPHALT PATCHING) UNDER PREVIOUSLY APPROVED BPA#31300024912 VALID FOR WORK PERFORMED FOR W/R CONSTRUCTION DEPARTMENT FOR JULY 2020 THROUGH JUNE 2021	145.00	
PO 31300027127 Total							145.00	
DIAMOND CONSTRUCTORS, INC. Total							32,179.75	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
DILLON SUPPLY COMPANY	31300026960	3/3/2021	21	2.97	EACH	CORD, MASON	62.37	
PO 31300026960 Total							62.37	
DILLON SUPPLY COMPANY	31300026965	3/3/2021	7	70.04	EACH	STRAP,RATCHET,4"X30',HEAVY DUTY,BS=24000LBS	490.28	
PO 31300026965 Total							490.28	
DILLON SUPPLY COMPANY	31300027013	3/10/2021	100	13.12	PK	GLOVES, NITRILE, POWDER FREE, LARGE	1,312.00	
PO 31300027013 Total							1,312.00	
DILLON SUPPLY	31300027030	3/11/2021	4	15.84	EACH	RULE, 6' ENGINEER FOLDING	63.36	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
COMPANY	31300027030	3/11/2021	14	11.25	EACH	SCREWDRIVER, PHILLIPS, #2 X 8"	157.49	
	31300027030	3/11/2021	24	23.34	EACH	KNIFE, SKINNING	560.16	
	PO 31300027030 Total						781.01	
DILLON SUPPLY COMPANY	31300027034	3/11/2021	12	61.66	EACH	BAG, LINEMAN TOOL, CANVAS W/POCKETS	739.92	
	PO 31300027034 Total						739.92	
DILLON SUPPLY COMPANY	31300027100	3/19/2021	4	47.02	EACH	NUTDRIVER SET, 7 PC.	188.10	
	31300027100	3/19/2021	7	7.98	EACH	WRENCH, FOLDING HEX KEY, STANDARD	55.86	
	31300027100	3/19/2021	12	11.80	EACH	CEMENT, PVC, FAST SETTING, PINT (WATER)	141.54	
	PO 31300027100 Total						385.50	
DILLON SUPPLY COMPANY	31300027110	3/22/2021	50	8.96	EACH	TAPE, CAUTION, BARRICADE	448.00	
	PO 31300027110 Total						448.00	
DILLON SUPPLY COMPANY	31300027170	3/30/2021	12	40.86	EACH	RATCHET, 1/2" DRIVE	490.32	
	31300027170	3/30/2021	11	31.33	EACH	WRENCH PIPE, 14"	344.63	
	PO 31300027170 Total						834.95	
	DILLON SUPPLY COMPANY Total						5,054.03	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
DIRECTIONAL SERVICES, INC.	31300027052	3/15/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS UNDER PREVIOUSLY APPROVED BPA#31300025234 FOR UNDERGROUND DISTRIBUTION SERVICES VALID FOR WORK PERFORMED FOR ELECTRIC CONSTRUCTION DEPT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.	925.98	
	PO 31300027052 Total						925.98	
DIRECTIONAL SERVICES, INC.	31300027081	3/17/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS UNDER PREVIOUSLY APPROVED BPA#31300025234 FOR UNDERGROUND DISTRIBUTION SERVICES VALID FOR WORK PERFORMED FOR ELECTRIC CONSTRUCTION DEPT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.	5,416.27	
	PO 31300027081 Total						5,416.27	
DIRECTIONAL SERVICES, INC.	31300027128	3/23/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS UNDER PREVIOUSLY APPROVED BPA#31300025234 FOR UNDERGROUND DISTRIBUTION SERVICES VALID FOR WORK PERFORMED FOR ELECTRIC CONSTRUCTION DEPT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.	493.46	
	PO 31300027128 Total						493.46	
	DIRECTIONAL SERVICES, INC. Total						6,835.71	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
DONALDSON COMPANY, INC.	31300027150	3/26/2021	18	188.00	EACH	FILTER,GENERATOR COMPARTMENT, G/T'S	3,384.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						PO 31300027150 Total	3,384.00	
						DONALDSON COMPANY, INC. Total	3,384.00	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
DOXIM UTILITEC, LLC	31300027106	3/19/2021				SERVICE AGREEMENT TO PROVIDE CUSTOMER BILL FORMAT/CODE CHANGES DUE TO C2M IMPLEMENTATION	9,000.00	
						PO 31300027106 Total	9,000.00	
						DOXIM UTILITEC, LLC Total	9,000.00	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
DUKE'S ROOT CONTROL, INC.	31300027079	3/17/2021				PAY APPLICATION FOR PREVIOUSLY APPROVED BPA#31300025586 FOR SEWER LINE CHEMICAL ROOT CONTROL SERVICES FOR WRC FOR FY2021.	9,927.18	
						PO 31300027079 Total	9,927.18	
						DUKE'S ROOT CONTROL, INC. Total	9,927.18	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
EDWARDS, INC.	31300026064	3/19/2021				FIRST AMENDMENT TO SERVICE AGREEMENT 31300026064 TO PROVIDE ADDITIONAL CRANE SERVICES FOR FY21.	44,335.00	
						PO 31300026064 Total	44,335.00	
						EDWARDS, INC. Total	44,335.00	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ELECTRICITIES OF NC INC	31300027037	3/12/2021				APPRENTICESHIP TRAINING MODULES, SUBSTATION PERSONNEL	4,000.00	
						PO 31300027037 Total	4,000.00	
						ELECTRICITIES OF NC INC Total	4,000.00	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
EMICC, INC.	31300027009	3/10/2021				TO PROVIDE ALL LABOR AND MATERIALS FOR AN EMERGENCY SERVICE REPAIR TO HSP #S AT THE PO HOFFER WTP.	5,000.00	
						PO 31300027009 Total	5,000.00	
						EMICC, INC. Total	5,000.00	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ENDRESS + HAUSER INC.	31300027120	3/23/2021				ONE (1) PROSONIC FLOW 93WA1-TAB20RCBAAA, ON 1CH/1SET.	6,867.47	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						PO 31300027120 Total	6,867.47	
						ENDRESS + HAUSER INC. Total	6,867.47	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ENTEK SYSTEMS, INC.	31300026973	3/3/2021	100	175.00	DOLLARS	0315 - LOAD CONTROL SWITCHES CCS AND PWC. KEY ACCOUNT ELECTRIC FUND.FC340 BASIC LCM - FLEXNET	17,500.00	
	31300026973	3/3/2021	100	4.00	DOLLARS	0315 - LOAD CONTROL SWITCHES CCS AND PWC. KEY ACCOUNT ELECTRIC FUND.FORM B 30A OPTION	400.00	
	31300026973	3/3/2021	100	5.50	DOLLARS	0315 - LOAD CONTROL SWITCHES CCS AND PWC. KEY ACCOUNT ELECTRIC FUND.J BOX OPTION	550.00	
						PO 31300026973 Total	18,450.00	
						ENTEK SYSTEMS, INC. Total	18,450.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ENVIRONMENTAL HYDROGEOLOGICAL	31300026823	3/19/2021				FIRST AMDT SERVICE AGREEMENT TO ENVIRONMENTAL HYDROGEOLOGICAL CONSULTANTS FOR COVID 19 CLEANING AND DISINFECTING OF PWC BUILDINGS AND VEHICLES PER RFP PWC2021019 THRU JUNE 30, 2021	200,000.00	
						PO 31300026823 Total	200,000.00	
						ENVIRONMENTAL HYDROGEOLOGICAL Total	200,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ENVIRONMENTAL PROTECTION SERVICES, INC	31300026952	3/3/2021				Freight	2,827.00	
	31300026952	3/3/2021				Disposal of Capacitors	6,673.00	
						PO 31300026952 Total	9,500.00	
						ENVIRONMENTAL PROTECTION SERVICES, INC Total	9,500.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
EPLUS TECHNOLOGY, INC.	31300027109	3/22/2021				EPLUS TECHNOLOGY - ZOOM MONITORING FOR CISCO IVR	11,829.22	
						PO 31300027109 Total	11,829.22	
						EPLUS TECHNOLOGY, INC. Total	11,829.22	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ERMCO	31300026946	3/2/2021	3	14,992.00	EACH	TSFMR,PDMT,3-PH,750 KVA 24.94GRDY/14.4X12.47GRDY	44,976.00	
						PO 31300026946 Total	44,976.00	
						ERMCO Total	44,976.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
EXCEL CONCRETE CUTTING, INC.	31300027122	3/23/2021				SERVICE TO REMOVE AND HAUL AWY CONCRETE FLOORING. PREP FOR NEW RO SYSTEM.	8,500.00	
							PO 31300027122 Total	8,500.00
							EXCEL CONCRETE CUTTING, INC. Total	8,500.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
FASTENAL COMPANY	31300024802	3/23/2021				Blanket PO FOR PARTS FROM FASTENAL 0152.640020	4,000.00	
							PO 31300024802 Total	4,000.00
FASTENAL COMPANY	31300026962	3/3/2021	98	0.29	EACH	BATTERY, "AAA", ALKALINE	28.42	
	31300026962	3/3/2021	229	0.29	EACH	BATTERY, "AA", ALKALINE	66.41	
							PO 31300026962 Total	94.83
FASTENAL COMPANY	31300027033	3/11/2021	18	4.22	EACH	PAINT, LIGHT GRAY,GLOSS, ANSI 70, 12 OZ. SPRAY	75.89	
	31300027033	3/11/2021	7	9.99	EACH	SOCKET,HEX DRIVER,5/16" X 1 3/4",1/2" DRIVE	69.93	
							PO 31300027033 Total	145.82
FASTENAL COMPANY	31300027099	3/19/2021	350	0.29	EACH	BATTERY, "AAA", ALKALINE	101.50	
							PO 31300027099 Total	101.50
FASTENAL COMPANY	31300027143	3/25/2021	108	0.29	EACH	BATTERY, "AAA", ALKALINE	31.32	
							PO 31300027143 Total	31.32
FASTENAL COMPANY	31300027169	3/30/2021	334	0.29	EACH	BATTERY, "AA", ALKALINE	96.86	
							PO 31300027169 Total	96.86
							FASTENAL COMPANY Total	4,470.33

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
FASTER ASSET SOLUTIONS	31300026998	3/9/2021				PO for FASTER Annual Upgrades and Support 5/1/2021-4/30/2022	15,427.53	
							PO 31300026998 Total	15,427.53
							FASTER ASSET SOLUTIONS Total	15,427.53

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
FASTSIGNS	31300027087	3/18/2021				FURNISH AND INSTALL INTERIOR SIGNAGE FOR OPS BUILDING	8,890.31	
							PO 31300027087 Total	8,890.31
							FASTSIGNS Total	8,890.31

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
FAY BLOCK MATERIALS	31300026958	3/3/2021	6480	0.45	EACH	BRICK, SOLID CONCRETE, 2-1/4"	2,916.00	
							PO 31300026958 Total	2,916.00
							FAY BLOCK MATERIALS Total	2,916.00

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
FERGUSON WATERWORKS	31300026961	3/3/2021	12	13.75	EACH	COMPOUND, TITSEAL SEALING, 1 PINT	165.00	
PO 31300026961 Total							165.00	
FERGUSON WATERWORKS	31300026968	3/3/2021	18	11.00	EACH	LUBRICANT, F/TC PIPE, 1 GAL	198.00	
	31300026968	3/3/2021	62	19.95	EACH	SADDLE, SEWER, FLEXIBLE, 4"	1,236.90	
PO 31300026968 Total							1,434.90	
FERGUSON WATERWORKS	31300027048	3/12/2021	39	15.29	EACH	COUPLING, REPAIR, 4" PVC, SDR26, NO STOP (G x G)	596.31	
	31300027048	3/12/2021	26	12.85	EACH	NIPPLE, BRASS, 2" X 5"	334.10	
	31300027048	3/12/2021	80	5.30	FT	PIPE, PVC, 6", C-900, CLASS 150	424.00	
	31300027048	3/12/2021	10	8.36	EACH	PLUG, BRASS, CORP, 3/4", NO LEAD	83.60	
	31300027048	3/12/2021	6	35.72	EACH	PLUG, CI, 6", MJ	214.32	
	31300027048	3/12/2021	90	2.30	EACH	STRAP, STAINLESS STEEL FOR DFW RUBBER SERVICE SADDLE	207.00	
	31300027048	3/12/2021	10	2.49	EACH	BUSHING, BRASS, 1" X 3/4", NO LEAD	24.90	
PO 31300027048 Total							1,884.23	
FERGUSON WATERWORKS	31300027061	3/16/2021	10	21.99	EACH	HAMMER, DEAD BLOW, 3LB, RAPTOR	219.90	
PO 31300027061 Total							219.90	
FERGUSON WATERWORKS	31300027072	3/17/2021	29	13.28	EACH	BEND, PVC, 4"-45,SDR 26, GXG (GASKET X GASKET)	385.12	
	31300027072	3/17/2021	38	12.95	EACH	COUPLING, BRASS, 2", NO LEAD	492.10	
	31300027072	3/17/2021	11	15.29	EACH	COUPLING, REPAIR, 4" PVC, SDR26, NO STOP (G x G)	168.19	
	31300027072	3/17/2021	11	36.50	EACH	COUPLING, PVC, 6", FERNCO	401.50	
	31300027072	3/17/2021	13	6.78	EACH	NIPPLE, BRASS 1" X 6"	88.14	
	31300027072	3/17/2021	18	2.30	EACH	STRAP, STAINLESS STEEL FOR DFW RUBBER SERVICE SADDLE	41.40	
PO 31300027072 Total							1,576.45	
FERGUSON WATERWORKS	31300027138	3/25/2021	47	4.01	EACH	ELL, BRASS, 3/4", STREET, NO LEAD	188.47	
	31300027138	3/25/2021	55	1.98	EACH	INSERT,1"SS X 1" IPS PEP	109.01	
PO 31300027138 Total							297.48	
FERGUSON WATERWORKS	31300027153	3/26/2021	107	29.66	EACH	BEND, SDR 26, 4"X4", COMB, (WYE)	3,173.62	
PO 31300027153 Total							3,173.62	
FERGUSON WATERWORKS Total							8,751.58	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
FILTER EQUIPMENT CO, INC	31300027160	3/29/2021	1	94.82	EACH	FILTER,GENERATOR COMPT., G/T 7 & 8 ONLY	94.82	
PO 31300027160 Total							94.82	
FILTER EQUIPMENT CO, INC	31300027175	3/30/2021	3	94.82	EACH	FILTER,GENERATOR COMPT., G/T 7 & 8 ONLY	284.46	
PO 31300027175 Total							284.46	
FILTER EQUIPMENT CO, INC Total							379.28	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
FORMS & SUPPLY, INC.	31300027115	3/23/2021	20	13.95	PK	PAPER,2-PART PRECOLLATED,CARBONLESS,8.5"X11"	278.92	
PO 31300027115 Total							278.92	
FORMS & SUPPLY, INC. Total							278.92	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
FORTILINE WATERWORKS	31300026967	3/3/2021	73	2.23	EACH	CAP, 4" SEWER SEAL (SC-400)	162.79	
	31300026967	3/3/2021	85	13.72	EACH	LID,VALVE BOX,STANDARD, W/2" SKIRT	1,166.20	
PO 31300026967 Total							1,328.99	
FORTILINE WATERWORKS	31300026983	3/4/2021	20	346.25	EACH	LID, FOR 2" FIBERGLASS BOX W/RECESSED ERT HOLE	6,925.00	
PO 31300026983 Total							6,925.00	
FORTILINE WATERWORKS	31300027043	3/12/2021	7	1.54	EACH	PLUG, GALV, 1/2"	10.78	
PO 31300027043 Total							10.78	
FORTILINE WATERWORKS	31300027139	3/25/2021	31	52.62	EACH	BOTTOM SECTION, 2', F/VALVE BOX	1,631.22	
PO 31300027139 Total							1,631.22	
FORTILINE WATERWORKS Total							9,895.99	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
FROEHLING & ROBERTSON INC	31300027132	3/24/2021				BLANKET PURCHASE AGREEMENT TO PROCESS INVOICES UNDER PREVIOUSLY APPROVED BPA#31300024917 FOR COMPACTION TESTING FOR EXCAVATIONS ON CITY STREETS FOR W/R DEPARTMENT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.	3,081.00	
PO 31300027132 Total							3,081.00	
FROEHLING & ROBERTSON INC Total							3,081.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
FULCHER ELECTRIC OF FAY, INC.	31300027129	3/24/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES UNDER PREVIOUSLY APPROVED BPA#31300024913 TO COVER MISCELLANEOUS ELECTRIC SERVICES NEEDED BY W/R CONSTRUCTION DEPARTMENT FOR JULY 2020 THROUGH JUNE 2021	1,408.75	
PO 31300027129 Total							1,408.75	
FULCHER ELECTRIC OF FAY, INC. Total							1,408.75	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
GE INTERNATIONAL, INC.	31300025169	3/8/2021				ADD TO PO 31300025169 COMPLETION OF WORK BY GE FOR G/T7 MAJOR OVERHAUL.	227,775.84	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						PO 31300025169 Total	227,775.84	
GE INTERNATIONAL, INC.	31300026951	3/3/2021	10	64.01	EACH	GASK-O-SEAL,G/T HYDRAULIC SUPPLY FILTER, B984C302AP009	640.10	
						PO 31300026951 Total	640.10	
GE INTERNATIONAL, INC.	31300027172	3/30/2021	24	6.03	EACH	Gasket 324A9109P006	144.72	
						PO 31300027172 Total	144.72	
						GE INTERNATIONAL, INC. Total	228,560.66	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
GEORGE HOBBS CONTRUCTION LLC	31300027134	3/25/2021				REPLACEMENT OF SHINGLED ROOF ON WATERSHED 3 BAY BARN	3,370.00	
						PO 31300027134 Total	3,370.00	
						GEORGE HOBBS CONTRUCTION LLC Total	3,370.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
GILBERT HORNER PAVING	31300026947	3/2/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES (ASPHALT PATCHING) UNDER PREVIOUSLY APPROVED BPA# 31300024911 VALID FOR WORK PERFORMED FOR W/R CONSTRUCTION DEPARTMENT FOR JULY 2020 THROUGH JUNE 2021	2,118.70	
						PO 31300026947 Total	2,118.70	
GILBERT HORNER PAVING	31300026979	3/4/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES (ASPHALT PATCHING) UNDER PREVIOUSLY APPROVED BPA# 31300024911 VALID FOR WORK PERFORMED FOR W/R CONSTRUCTION DEPARTMENT FOR JULY 2020 THROUGH JUNE 2021	4,416.05	
						PO 31300026979 Total	4,416.05	
GILBERT HORNER PAVING	31300027075	3/17/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES (ASPHALT PATCHING) UNDER PREVIOUSLY APPROVED BPA# 31300024911 VALID FOR WORK PERFORMED FOR W/R CONSTRUCTION DEPARTMENT FOR JULY 2020 THROUGH JUNE 2021	1,506.50	
						PO 31300027075 Total	1,506.50	
GILBERT HORNER PAVING	31300027077	3/17/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES (ASPHALT PATCHING) UNDER PREVIOUSLY APPROVED BPA# 31300024911 VALID FOR WORK PERFORMED FOR W/R CONSTRUCTION DEPARTMENT FOR JULY 2020 THROUGH JUNE 2021	2,162.05	
						PO 31300027077 Total	2,162.05	
GILBERT HORNER PAVING	31300027078	3/17/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES (ASPHALT PATCHING) UNDER PREVIOUSLY APPROVED BPA# 31300024911 VALID FOR	3,508.45	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						WORK PERFORMED FOR W/R CONSTRUCTION DEPARTMENT FOR JULY 2020 THROUGH JUNE 2021		
PO 31300027078 Total							3,508.45	
GILBERT HORNER PAVING	31300027080	3/17/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES (ASPHALT PATCHING) UNDER PREVIOUSLY APPROVED BPA# 31300024911 VALID FOR WORK PERFORMED FOR W/R CONSTRUCTION DEPARTMENT FOR JULY 2020 THROUGH JUNE 2021	3,044.35	
PO 31300027080 Total							3,044.35	
GILBERT HORNER PAVING	31300027082	3/18/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES (ASPHALT PATCHING) UNDER PREVIOUSLY APPROVED BPA# 31300024911 VALID FOR WORK PERFORMED FOR W/R CONSTRUCTION DEPARTMENT FOR JULY 2020 THROUGH JUNE 2021	4,031.75	
PO 31300027082 Total							4,031.75	
GILBERT HORNER PAVING	31300027083	3/18/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES (ASPHALT PATCHING) UNDER PREVIOUSLY APPROVED BPA# 31300024911 VALID FOR WORK PERFORMED FOR W/R CONSTRUCTION DEPARTMENT FOR JULY 2020 THROUGH JUNE 2021	8,218.70	
PO 31300027083 Total							8,218.70	
GILBERT HORNER PAVING	31300027084	3/18/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES (ASPHALT PATCHING) UNDER PREVIOUSLY APPROVED BPA# 31300024911 VALID FOR WORK PERFORMED FOR W/R CONSTRUCTION DEPARTMENT FOR JULY 2020 THROUGH JUNE 2021	3,643.15	
PO 31300027084 Total							3,643.15	
GILBERT HORNER PAVING Total							32,649.70	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
GLOBAL INDUSTRIAL	31300026954	3/3/2021	11	187.95	EACH	BILGE,TYPE A.U.,PUMP	2,067.45	
PO 31300026954 Total							2,067.45	
GLOBAL INDUSTRIAL Total							2,067.45	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
GO ENERGIES, LLC	31300024783	3/30/2021				BLANKET PO FOR UNLEADED AND DIESEL FUEL FROM GO ENERGIES	60,000.00	
PO 31300024783 Total							60,000.00	
GO ENERGIES, LLC Total							60,000.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
GORDON JOHNSON ARCHITECTURE	31300025839	3/26/2021				PROVIDE ADDITIONAL BID SERVICES FOR SUITES 201 AND 306 @ THE RCWBC	3,040.00	
							PO 31300025839 Total	3,040.00
							GORDON JOHNSON ARCHITECTURE Total	3,040.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
GRAINGER INDUSTRIAL SUPPLY	31300027119	3/23/2021	5	117.58	EACH	BLADE, CHAIN ASSEMBLY	587.90	
							PO 31300027119 Total	587.90
							GRAINGER INDUSTRIAL SUPPLY Total	587.90

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
GRANT-MURRAY REAL ESTATE LLC	31300027094	3/18/2021				BROKERAGE FEES ASSOCIATED WITH THE LEASING OF SUITE 102 @ THE RCWBC TO SOFTACT SOLUTIONS	2,050.80	
							PO 31300027094 Total	2,050.80
							GRANT-MURRAY REAL ESTATE LLC Total	2,050.80

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
GRAYBAR ELECTRIC CO, INC	31300026972	3/3/2021				NXT Software license Technical support renewal for Modicon PLCs and Unity Pro & Proworks NXT software (0641.477..677116). Rockfish	1,662.34	
	31300026972	3/3/2021				NXT Software license Technical support renewal for Modicon PLCs and Unity Pro & Proworks NXT software (0640.477..677116). Cross Creek	1,662.34	
	31300026972	3/3/2021				NXT Software license Technical support renewal for Modicon PLCs and Unity Pro & Proworks NXT software (0630.477..677116). Hoffer	1,000.00	
	31300026972	3/3/2021				NXT Software license Technical support renewal for Modicon PLCs and Unity Pro & Proworks NXT software (0631.477..677116). Glenville	1,662.34	
							PO 31300026972 Total	5,987.02
							GRAYBAR ELECTRIC CO, INC Total	5,987.02

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
H & H FREIGHTLINER	31300024798	3/25/2021				BLANKET PO FOR PARTS FROM H & H FREIGHTLINER 0152.640020	3,000.00	
							PO 31300024798 Total	3,000.00
							H & H FREIGHTLINER Total	3,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
HACH COMPANY	31300027005	3/9/2021				FLOURIDE ANALYZER (EZ3007),PER AWIA RECOMMENDATIONS, BUFFER AND FLOURIDE SOLUTIONS, FLOURIDE ELECTROLYTE, WARRANTY AND SERVICE TO MONITOR FLOURIDE RESIDUALS IN	19,750.61	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						REAL TIME AT THE PO HOFFER WTF		
						PO 31300027005 Total	19,750.61	
HACH COMPANY	31300027121	3/23/2021				TO REPAIR ONE (1) DR6000 UNIT. S/N 1696270. GLENNVILLE WTF OPERATIONS	2,452.45	
						PO 31300027121 Total	2,452.45	
HACH COMPANY	31300027148	3/25/2021				THREE (3) DR300 POCKET COLORIMETER, CHLORINE, FREE + TOTAL, WITH BOX.	1,193.40	
						PO 31300027148 Total	1,193.40	
						HACH COMPANY Total	23,396.46	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
HAZEN AND SAWYER,P.C.	31300027123	3/23/2021				SERVICE AGREEMENT FOR ENGINEERING SERVICES FOR THE ROCKFISH CREED WRF EXPANSION, PHASE 3 (FY2021 Funds) (CPR0324)	1,000,000.00	
						PO 31300027123 Total	1,000,000.00	
						HAZEN AND SAWYER,P.C. Total	1,000,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
HERC RENTALS INC.	31300026589	3/3/2021				PO FOR THE RENTAL OF A SKID STEER FOR W/C FOR ONE MONTH 0412	2,600.00	
						PO 31300026589 Total	2,600.00	
						HERC RENTALS INC. Total	2,600.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
HGR'S TRUCK AND TRAILERS	31300026980	3/4/2021	1	6,195.00	EACH	2021 HUDSON HD14 TILT TRAILER - ADDITION FOR DEPARTMENT 0630 - APPROVED TO PURCHASE	6,195.00	
						PO 31300026980 Total	6,195.00	
						HGR'S TRUCK AND TRAILERS Total	6,195.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
HIGHLAND PAVING CO., LLC	31300025062	3/8/2021				INCREASE PO FUNDS FOR THE PERIOD OF MARCH 2021 THROUGH JUNE 2021.	40,000.00	
						PO 31300025062 Total	40,000.00	
						HIGHLAND PAVING CO., LLC Total	40,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
INFRASTRUCTURE SOLUTIONS GROUP,	31300027111	3/23/2021				TWO (2) QCV50' EXT CABLE -AT\$950.00 EACH	1,900.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
INC.								
							PO 31300027111 Total	1,900.00
							INFRASTRUCTURE SOLUTIONS GROUP, INC. Total	1,900.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
INSITUFORM TECHNOLOGIES, INC.	31300026990	3/7/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES UNDER PREVIOUSLY APPROVED BPA#31300025045 FOR SANITARY SEWER MAIN REHABILITATION WORK FOR JULY 2020 THROUGH JUNE 2021	102,243.99	
	31300026990	3/7/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES UNDER PREVIOUSLY APPROVED BPA#31300025045 FOR SANITARY SEWER MAIN REHABILITATION WORK FOR JULY 2020 THROUGH JUNE 2021	120,683.10	
							PO 31300026990 Total	222,927.09
							INSITUFORM TECHNOLOGIES, INC. Total	222,927.09

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
INTERNATIONAL MINUTE PRESS	31300027088	3/18/2021				IMP PRINTING- BUDGET TABS: 60 SETS OF 15 TABS, 90# WHITE INDEX, 4 BANK, REFLEX BLUE WITH MYLAR, 2-SIDED, WITH LAMINATION ON TABS	895.75	
							PO 31300027088 Total	895.75
							INTERNATIONAL MINUTE PRESS Total	895.75

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
JEB DESIGNS, INC.	31300026948	3/2/2021	73	6.25	EACH	CAP, UNIFORM, ADJUSTABLE/FITS ALL, BLUE, PWC LOGO #112 CHARCOAL WHITE	456.25	
	31300026948	3/2/2021	28	6.50	EACH	HAT, BEANIE, W/PWC LOGO	182.00	
	31300026948	3/2/2021	37	6.95	EACH	T-SHIRT, XL, NAVY BLUE, SS, STYLE G2300 (POCKET)	257.15	
							PO 31300026948 Total	895.40
JEB DESIGNS, INC.	31300027016	3/10/2021	12	10.25	EACH	T-SHIRT, LARGE, LIGHT BLUE,LS,100% COTTON	123.00	
	31300027016	3/10/2021	15	10.25	EACH	T-SHIRT, XL, LIGHT BLUE,LS,100% COTTON	153.75	
							PO 31300027016 Total	276.75
JEB DESIGNS, INC.	31300027118	3/23/2021	20	10.25	EACH	T-SHIRT, LARGE, NAVY BLUE, LS 100% COTTON	205.00	
							PO 31300027118 Total	205.00
JEB DESIGNS, INC.	31300027167	3/30/2021	7	19.75	EACH	SHIRT, PWC EMBROIDERED, MED., WHITE, 100% COTTON	138.25	
							PO 31300027167 Total	138.25
							JEB DESIGNS, INC. Total	1,515.40

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
JGH II, INC.	31300027176	3/30/2021				TO PROVIDE VAC TRUCK SERVICE, EQUIPMENT AND LABOR TO	9,807.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						CLEAN EQ BASIN AT THE PO HOFFER PLANT FOR 2021 MAINTENANCE.		
							PO 31300027176 Total	9,807.00
							JGH II, INC. Total	9,807.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
JOHNSON CONTROLS FIRE PROTECTION LP	31300027027	3/11/2021				(ADMIN/OPS) FIRE PROTECTION/WATER SUPPRESSION REPAIRS PROPOSAL #1119	1,247.50	
	31300027027	3/11/2021				(BUTLER WARNER) FIRE PROTECTION/WATER SUPPRESSION REPAIRS PROPOSAL #1120	1,365.00	
	31300027027	3/11/2021				(GLENVILLE) FIRE PROTECTION/WATER SUPPRESSION REPAIRS PROPOSAL # 1112	1,445.00	
	31300027027	3/11/2021				(HOFFER) FIRE PROTECTION/WATER SUPPRESSION REPAIRS PROPOSAL #1113	950.00	
	31300027027	3/11/2021				(ROCKFISH) FIRE PROTECTION/WATER SUPPRESSION REPAIRS PROPOSAL #1114	940.00	
	31300027027	3/11/2021				(WAREHOUSE) FIRE PROTECTION/WATER SUPPRESSION REPAIRS PROPOSAL # 1118	1,340.20	
							PO 31300027027 Total	7,287.70
							JOHNSON CONTROLS FIRE PROTECTION LP Total	7,287.70

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
JOHNSON LUMBER PRODUCTS, INC.	31300026955	3/3/2021	250	1.02	EACH	STAKE, ENGINEERING, 3/4" X 2" X 45"	255.00	
							PO 31300026955 Total	255.00
JOHNSON LUMBER PRODUCTS, INC.	31300027018	3/10/2021	250	0.47	EACH	STAKE, ENGINEER, 3/4" X 2" X 18"	117.50	
							PO 31300027018 Total	117.50
							JOHNSON LUMBER PRODUCTS, INC. Total	372.50

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
JSMITH CIVIL LLC	31300024263	3/3/2021				ADD LINE TO PO 31300024263 (ELECTRICAL) Hyw 401 Water Improve (Booster Pump Station)	11,250.00	
							PO 31300024263 Total	11,250.00
							JSMITH CIVIL LLC Total	11,250.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
KING ELECTRIC OF FAYETTEVILLE	31300027028	3/11/2021				CABLING NECESSARY FOR VA TENANTS TO OCCUPY SUITE 306, RCWBC	18,458.08	
							PO 31300027028 Total	18,458.08

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
KING ELECTRIC OF FAYETTEVILLE	31300027173	3/30/2021				INSTALL ALL NEW DATA CABLING FOR VA SUITE 201, RCWBC	24,373.45	
							PO 31300027173 Total	24,373.45
							KING ELECTRIC OF FAYETTEVILLE Total	42,831.53

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
KOPPERS UTILITY AND INDUSTRIAL PRODUCTS INC.	31300026981	3/4/2021	83	262.00	EACH	POLE, WOOD, 45' CLASS 3	21,746.00	
							PO 31300026981 Total	21,746.00
							KOPPERS UTILITY AND INDUSTRIAL PRODUCTS INC. Total	21,746.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
L & W INVESTIGATIONS/IDI SERVICES INC.	31300025217	3/9/2021				BLANKET PURCHASE ORDER FOR WRE OFFICE CLERK FOR ARCHIVING OF WRE DOCUMENTS AS PART OF THE DOCUMENT MANAGEMENT PROGRAM FOR THE PERIOD OF MARCH 2021 THROUGH JUNE 2021.	10,000.00	
							PO 31300025217 Total	10,000.00
L & W INVESTIGATIONS/IDI SERVICES INC.	31300026982	3/4/2021				TEMPORARY EMPLOYEE FEES	12,000.00	
							PO 31300026982 Total	12,000.00
							L & W INVESTIGATIONS/IDI SERVICES INC. Total	22,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
LEE ELECTRICAL CONSTRUCTION	31300027058	3/16/2021				PAY APPLICATIONS FOR PREVIOUSLY APPROVED BPA#31300025228 FOR CONTRACT FOR THE RELOCATION OF ELECTRIC TRANSMISSION AND DISTRIBUTION FACILITIES ALONG US 401 FOR NCDOT PROJECT NO 39049.2.1 TIP ID U-4405.	170,397.30	
	31300027058	3/16/2021				PAY APPLICATIONS FOR PREVIOUSLY APPROVED BPA#31300025228 FOR CONTRACT FOR THE RELOCATION OF ELECTRIC TRANSMISSION AND DISTRIBUTION FACILITIES ALONG US 401 FOR NCDOT PROJECT NO 39049.2.1 TIP ID U-4405.	300,434.50	
							PO 31300027058 Total	470,831.80
							LEE ELECTRICAL CONSTRUCTION Total	470,831.80

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
LHOIST NORTH AMERICA OF VA INC.	31300025002	3/22/2021				INCREASE PO 31300025002 FOR BLANKET PURCHASE ORDER FOR HYDRATED LIME (BULK SHIPMENT) FOR THE GLENVILLE WTF FOR THE PERIOD MARCH 2021 THROUGH JUNE 2021.	20,000.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						PO 31300025002 Total	20,000.00	
						LHOIST NORTH AMERICA OF VA INC. Total	20,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
LINDA VAN NOY STAMP	31300025206	3/15/2021				SEVENTH AMENDMENT TO SERVICE AGREEMENT TO ADD \$3000 TO PO 31300025206 FOR ADDITIONAL PROFESSIONAL SERVICES RELATED TO THE SUCCESSION PLAN - THRU JUNE 30 2021	3,000.00	
						PO 31300025206 Total	3,000.00	
						LINDA VAN NOY STAMP Total	3,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
LINE EQUIPMENT SALES CO., INC.	31300027032	3/11/2021	11	19.62	EACH	BAG, RUBBER GLOVE, CLASS 3	215.82	
	31300027032	3/11/2021	11	6.07	EACH	WRENCH,ALLEN,INSULATED, 5/16"	66.77	
	31300027032	3/11/2021	10	9.43	EACH	WRENCH,ALLEN,INSULATED,3/8"	94.30	
						PO 31300027032 Total	376.89	
LINE EQUIPMENT SALES CO., INC.	31300027101	3/19/2021	12	135.54	EACH	CABLE END STRIPPER 4 X 4 PLUS	1,626.48	
	31300027101	3/19/2021	9	134.82	EACH	CUTTER, BOLT, 24"	1,213.38	
						PO 31300027101 Total	2,839.86	
						LINE EQUIPMENT SALES CO., INC. Total	3,216.75	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
LOOKS GREAT SERVICES OF MS, INC.	31300024986	3/19/2021				INCREASED PO FUNDS FOR FY 2021: UNIT PRICING & LABOR MATERIALS + EQUIPMENT TO PROVIDE R/W LINE CLEARANCE SERVICES FOR PWC ELECTRIC SYSTEM	70,000.00	
						PO 31300024986 Total	70,000.00	
						LOOKS GREAT SERVICES OF MS, INC. Total	70,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
MAINLINING AMERICA, LLC	31300027024	3/11/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES UNDER PREVIOUSLY APPROVED BPA#31300024923 FOR THE ANNUAL WATER MAIN REHABILITATION CONTRACT FOR JULY 2020 THROUGH JUNE 2020.	146,742.90	
						PO 31300027024 Total	146,742.90	
						MAINLINING AMERICA, LLC Total	146,742.90	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
MCDONALD LUMBER CO INC	31300027098	3/19/2021	7	9.29	EACH	GUN, CAULKIN, 12" X 3", HEAVY-DUTY	65.03	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						PO 31300027098 Total	65.03	
						MCDONALD LUMBER CO INC Total	65.03	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
MECHANICAL JOBBERS MARKETING	31300027162	3/30/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES UNDER PREVIOUSLY APPROVED BPA #31300024929 FOR MANHOLE REHABILITATION - FIBERGLASS REINFORCED EPOXY - FOR JULY 2020 THROUGH JUNE 2021	149,182.87	
						PO 31300027162 Total	149,182.87	
MECHANICAL JOBBERS MARKETING	31300027163	3/30/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES UNDER PREVIOUSLY APPROVED BPA #31300024929 FOR MANHOLE REHABILITATION - FIBERGLASS REINFORCED EPOXY - FOR JULY 2020 THROUGH JUNE 2021	197,218.94	
						PO 31300027163 Total	197,218.94	
						MECHANICAL JOBBERS MARKETING Total	346,401.81	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
MICROSOFT CORPORATION	31300027053	3/15/2021				BLANKET PO - MICROSOFT AZURE DEVOPS SUBSCRIPTION THRU JUNE 30 2021	15,000.00	
						PO 31300027053 Total	15,000.00	
						MICROSOFT CORPORATION Total	15,000.00	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
MOTION INDUSTRIES, INC.	31300027152	3/26/2021	4	87.30	EACH	FILTER,COALESCENT,CANNISTER S/T HYD SKID, PN 02322730	349.20	
						PO 31300027152 Total	349.20	
						MOTION INDUSTRIES, INC. Total	349.20	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
MYTHICS, INC.	31300027044	3/12/2021				MYTHICS - ORACLE CLOUD SUBSCRIPTION - HCM PROJECT - REF: OMNIA CONTRACT 180233-002	158,731.50	
						PO 31300027044 Total	158,731.50	
						MYTHICS, INC. Total	158,731.50	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
N.C. STATE UNIVERSITY	31300026996	3/8/2021				SERVICE AGREEMENT FOR ITRE SAFETY TRAINING WORKSHOPS -	5,000.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						BASIC INSTALLER AND FLAGGER TRAINING		
							PO 31300026996 Total	5,000.00
							N.C. STATE UNIVERSITY Total	5,000.00
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
NCWTFO CERTIFICATION BOARD	31300026978	3/3/2021				NCWTFO - Requisition for check to pay Cross-Connection and C Well renewals and late fees (\$30 / renewal fee and late fee for Billy McPhaul = \$120) - CJ 2/19/21	120.00	
							PO 31300026978 Total	120.00
							NCWTFO CERTIFICATION BOARD Total	120.00
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
NORTH CAROLINA CHAMBER	31300027045	3/12/2021				North Carolina Chamber Membership Renewal - 5/1/2021 thru 4/30/2022	3,170.00	
							PO 31300027045 Total	3,170.00
							NORTH CAROLINA CHAMBER Total	3,170.00
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
O'REILLY AUTO PARTS	31300024793	3/23/2021				BLANKET PO FOR PARTS FROM O'REILLY AUTO PARTS 2ND ADDITION	1,000.00	
							PO 31300024793 Total	1,000.00
							O'REILLY AUTO PARTS Total	1,000.00
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
O.C. TANNER RECOGNITION COMPANY	31300025363	3/11/2021				O C TANNER ADDITIONAL FUNDS TO BE ADDED TO THE POLINE31325363	4,000.00	
							PO 31300025363 Total	4,000.00
							O.C. TANNER RECOGNITION COMPANY Total	4,000.00
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
POWERGENICS REPAIR PARTS	31300026944	3/1/2021	1	2,895.00	EACH	LOAD TRK IV CONTROLLER 3DS3820LT4C	2,895.00	
							PO 31300026944 Total	2,895.00
							POWERGENICS REPAIR PARTS Total	2,895.00

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
PROFESSIONAL PROPERTY SERVICES INC	31300027040	3/12/2021				BLANKET PURCHASE AGREEMENT # TO PROCESS PAY APPLICATIONS FOR SERVICE AGREEMENT FOR PHASE V PROJECT AREA 24 R/W - PREVIOUSLY USED PO 31300024150	68,000.00	
							PO 31300027040 Total	68,000.00
							PROFESSIONAL PROPERTY SERVICES INC Total	68,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
QUALITY CONCRETE CO.,INC.	31300027041	3/12/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATION FOR PREVIOUSLY APPROVED BPA#31300025223 FOR WHOLESALE CONCRETE FOR ELECTRICAL CONSTRUCTION DEPARTMENT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.	4,644.05	
	31300027041	3/12/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATION FOR PREVIOUSLY APPROVED BPA#31300025223 FOR WHOLESALE CONCRETE FOR ELECTRICAL CONSTRUCTION DEPARTMENT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.	5,756.04	
	31300027041	3/12/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATION FOR PREVIOUSLY APPROVED BPA#31300025223 FOR WHOLESALE CONCRETE FOR ELECTRICAL CONSTRUCTION DEPARTMENT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.	4,639.04	
							PO 31300027041 Total	15,039.13
QUALITY CONCRETE CO.,INC.	31300027131	3/24/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATION FOR PREVIOUSLY APPROVED BPA#31300025223 FOR WHOLESALE CONCRETE FOR ELECTRICAL CONSTRUCTION DEPARTMENT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.	4,785.33	
	31300027131	3/24/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATION FOR PREVIOUSLY APPROVED BPA#31300025223 FOR WHOLESALE CONCRETE FOR ELECTRICAL CONSTRUCTION DEPARTMENT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.	1,047.46	
	31300027131	3/24/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATION FOR PREVIOUSLY APPROVED BPA#31300025223 FOR WHOLESALE CONCRETE FOR ELECTRICAL CONSTRUCTION DEPARTMENT FOR THE PERIOD OF JULY 2020 THROUGH JUNE 2021.	178.00	
							PO 31300027131 Total	6,010.79
							QUALITY CONCRETE CO.,INC. Total	21,049.92

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
RALEIGH DURHAM	31300027114	3/23/2021	3	73.29	EACH	PACKING, RED RUBBER, GASKET MATERIAL, 1/16", 21'	219.87	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
RUBBER AND GASK								
							PO 31300027114 Total	219.87
							RALEIGH DURHAM RUBBER AND GASK Total	219.87

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
RANDALL SUPPLY, INC	31300027008	3/10/2021				TO REPAIR MOTOR FOR THE # 4 BOOSTER PUMP AT THE FT. BRAGG BPS. THIS MOTOR HAD SIGNIFICANT DAMAGE TO THE BEARINGS AND NEEDS TO BE REPAIRED	3,489.00	
							PO 31300027008 Total	3,489.00
							RANDALL SUPPLY, INC Total	3,489.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
RAYCO SAFETY INC.	31300026963	3/3/2021	42	1.25	EACH	WIPE, STING-KILL	52.50	
							PO 31300026963 Total	52.50
RAYCO SAFETY INC.	31300027029	3/11/2021	56	32.15	EACH	HARDHAT, (CLASS "E" TYPE I), NON-VENTED, WHITE FULL BRIM	1,800.40	
	31300027029	3/11/2021	31	1.25	EACH	BANDAGE, ADHESIVE, 1" X 3-1/2"	38.75	
	31300027029	3/11/2021	48	1.95	EACH	OINTMENT, BURN GEL, (6) 1/8 OZ. TUBES	93.60	
	31300027029	3/11/2021	12	12.25	EACH	BOX, FIRST AID, 10 UNIT	147.00	
							PO 31300027029 Total	2,079.75
RAYCO SAFETY INC.	31300027065	3/17/2021	41	0.74	EACH	BANDAGE, ADHESIVE, 3/4" X 3-1/2"	30.34	
	31300027065	3/17/2021	22	1.42	EACH	BANDAGE, TRIANGLE, 40"	31.24	
	31300027065	3/17/2021	7	10.95	EACH	SHIELD, SUN, HARD HAT	76.65	
	31300027065	3/17/2021	50	18.50	BX	GLOVES, POSI SHIELD HIGH RISK, 14 ML, 2XL	925.00	
							PO 31300027065 Total	1,063.23
RAYCO SAFETY INC.	31300027141	3/25/2021	50	1.55	EACH	SWAB, ANTISEPTIC	77.50	
							PO 31300027141 Total	77.50
							RAYCO SAFETY INC. Total	3,272.98

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
RELIASTAR LIFE INSURANCE COMPANY	31300025037	3/11/2021				VOYA ADDITIONAL FUNDS TO BE ADDED TO PO LINE313.25037	80,000.00	
							PO 31300025037 Total	80,000.00
							RELIASTAR LIFE INSURANCE COMPANY Total	80,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
RIVER CITY CONSTRUCTION INC	31300027007	3/9/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS UNDER PREVIOUSLY APPROVED BPA#31300025221 FOR ANNUAL CONTRACT FOR OVERHEAD ELECTRIC DISTRIBUTION CONSTRUCTION SERVICES	8,413.36	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						PO 31300027007 Total	8,413.36	
RIVER CITY CONSTRUCTION INC	31300027021	3/10/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS UNDER PREVIOUSLY APPROVED BPA#31300025221 FOR ANNUAL CONTRACT FOR OVERHEAD ELECTRIC DISTRIBUTION CONSTRUCTION SERVICES	7,977.06	
						PO 31300027021 Total	7,977.06	
RIVER CITY CONSTRUCTION INC	31300027130	3/24/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS UNDER PREVIOUSLY APPROVED BPA#31300025221 FOR ANNUAL CONTRACT FOR OVERHEAD ELECTRIC DISTRIBUTION CONSTRUCTION SERVICES	3,547.50	
						PO 31300027130 Total	3,547.50	
						RIVER CITY CONSTRUCTION INC Total	19,937.92	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ROBINSON, BRADSHAW AND HINSON PA	31300025101	3/1/2021				FIRST AMENDMENT TO SERVICE AGREEMENT FOR ADDITIONAL LEGAL SERVICES RELATED TO PENDING AND FUTURE 1,4 DIOXINE CONTAMINATION AND OTHER ENVIRONMENTAL ISSUES - TO ADD \$30,000 TO PO31300025101	30,000.00	
						PO 31300025101 Total	30,000.00	
						ROBINSON, BRADSHAW AND HINSON PA Total	30,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
ROCHESTER MIDLAND CORP	31300026949	3/2/2021	6	91.92	EACH	CLEANER,MULTI-PURPOSE,HIGH CONC,5 GAL.	551.52	
						PO 31300026949 Total	551.52	
						ROCHESTER MIDLAND CORP Total	551.52	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
S&C ELECTRIC COMPANY	31300027023	3/10/2021				INSPECT, REVIEW AND RE-PROGRAM AS NECESSARY INTELLIRUPTERS SETTINGS AND PROVIDE TRAINING FOR UP TO 10 ELECTRIC PERSONNEL	5,200.00	
						PO 31300027023 Total	5,200.00	
						S&C ELECTRIC COMPANY Total	5,200.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SAFETY PRODUCTS INC.	31300027067	3/17/2021	5	98.00	EACH	SIGN, "CENTER LANE CLOSED AHEAD", REFLECTIVE VINYL	490.00	
						PO 31300027067 Total	490.00	
SAFETY PRODUCTS INC.	31300027142	3/25/2021	34	16.75	EACH	CONE, TRAFFIC, 28", W/PWC LOGO ON SIDE	569.50	
						PO 31300027142 Total	569.50	
						SAFETY PRODUCTS INC. Total	1,059.50	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SCHWEITZER ENGINEERING LABORATORIES	31300027096	3/19/2021	10	410.00	EACH	SCHWEITZER ENGINEERING (10) 7XX OUTDOOR ENCLOSURE, NO FT-1 CUTOUT, VERTICAL	4,100.00	
	31300027096	3/19/2021	10	820.95	EACH	SCHWEITZER ENGINEERING (10) SEL-2725 FIVE-PORT ETHERNET SWITCH	8,209.50	
	31300027096	3/19/2021	10	2,515.50	EACH	SCHWEITZER ENGINEERING (10) SEL-2411 PROGRAMMABLE AUTOMATION CONTROLLER	25,155.00	
PO 31300027096 Total							37,464.50	
SCHWEITZER ENGINEERING LABORATORIES Total							37,464.50	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SELLERS CONCRETE FINISHING	31300027020	3/10/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES UNDER PREVIOUSLY APPROVED BPA #31300024914 FOR MISC CONCRETE WORK - W/R CONSTRUCTION FOR JULY 2020 THROUGH JUNE 2021	1,219.79	
PO 31300027020 Total							1,219.79	
SELLERS CONCRETE FINISHING	31300027074	3/17/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES UNDER PREVIOUSLY APPROVED BPA #31300024914 FOR MISC CONCRETE WORK - W/R CONSTRUCTION FOR JULY 2020 THROUGH JUNE 2021	1,216.66	
PO 31300027074 Total							1,216.66	
SELLERS CONCRETE FINISHING	31300027076	3/17/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES UNDER PREVIOUSLY APPROVED BPA #31300024914 FOR MISC CONCRETE WORK - W/R CONSTRUCTION FOR JULY 2020 THROUGH JUNE 2021	1,273.03	
PO 31300027076 Total							1,273.03	
SELLERS CONCRETE FINISHING	31300027126	3/23/2021				BLANKET PURCHASE AGREEMENT TO PROCESS PAY APPLICATIONS FOR PAYMENT OF INVOICES UNDER PREVIOUSLY APPROVED BPA #31300024914 FOR MISC CONCRETE WORK - W/R CONSTRUCTION FOR JULY 2020 THROUGH JUNE 2021	1,258.44	
PO 31300027126 Total							1,258.44	
SELLERS CONCRETE FINISHING Total							4,967.92	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SENSUS USA INC.	31300027166	3/30/2021	320	18.73	EACH	CABLE, EXTENDER, TR IPERL 6', 2WIRE, W/TRPL SEN AY	5,993.60	
PO 31300027166 Total							5,993.60	
SENSUS USA INC. Total							5,993.60	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SHARPE CO.	31300025385	3/12/2021				ADDITIONAL FUNDING FOR PO 31300025385 (\$10,000) TO COVER END OF FY2021	10,000.00	
PO 31300025385 Total							10,000.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						SHARPE CO. Total	10,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SHEALY ELECTRICAL WHOLESALEERS	31300026984	3/4/2021	150	2.15	EACH	TAPE, PLASTIC ELECTRICAL, 3/4" X 66'	322.50	
	31300026984	3/4/2021	32	48.50	EACH	BUSHING, PARKING, 200 A LOADBREAK	1,552.00	
	31300026984	3/4/2021	12	147.75	EACH	ARRESTER, 10 KV, ELBOW	1,773.00	
						PO 31300026984 Total	3,647.50	
SHEALY ELECTRICAL WHOLESALEERS	31300027102	3/19/2021	150	35.60	EACH	CAP, INSULATING, W/GROUND, 25 KV	5,340.00	
	31300027102	3/19/2021	400	14.00	EACH	DEAD-END, GUYSTRAND, AUTOMATIC, 3/8G	5,600.00	
						PO 31300027102 Total	10,940.00	
SHEALY ELECTRICAL WHOLESALEERS	31300027161	3/29/2021	4	19,085.00	EACH	SWITCHING CABINET, PADMOUNT, TYPE 9	76,340.00	
						PO 31300027161 Total	76,340.00	
						SHEALY ELECTRICAL WHOLESALEERS Total	90,927.50	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SHI- GOVERNMENT SOLUTIONS	31300026942	3/1/2021				SHI - VMWARE LICENSING	61,794.50	
						PO 31300026942 Total	61,794.50	
						SHI- GOVERNMENT SOLUTIONS Total	61,794.50	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SIRIUS COMPUTER SOLUTIONS, INC	31300027062	3/16/2021				SIRIUS COMPUTER SOLUTIONS -(3) NEXUS 7000 - (4) SFP MODULE - (2) UCS 6200 SERIES PORT LICENSE	89,196.89	
						PO 31300027062 Total	89,196.89	
						SIRIUS COMPUTER SOLUTIONS, INC Total	89,196.89	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SLUDGE PROCESS ENHANCEMENT	31300027015	3/10/2021	4600	1.66	POUND S	POLYMER, LIQUID SPEC 6266	7,636.00	
						PO 31300027015 Total	7,636.00	
SLUDGE PROCESS ENHANCEMENT	31300027165	3/30/2021	6900	1.62	POUND S	POLYMER,LIQUID SPEC 9454	11,178.00	
						PO 31300027165 Total	11,178.00	
						SLUDGE PROCESS ENHANCEMENT Total	18,814.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SMITH INTERNATIONAL	31300024790	3/4/2021				BLANKET PO FOR PARTS FROM SMITH INTERNATIONAL	15,000.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
TRUCK CENT						0152.640020 3RD ADDITION		
							PO 31300024790 Total	15,000.00
							SMITH INTERNATIONAL TRUCK CENT Total	15,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SNAP ON TOOLS CORPORATION	31300027019	3/10/2021	4	22.92	EACH	SOCKET, DEEP WELL, 13/16 FOR 1/2 DRIVE, HND	91.68	
	31300027019	3/10/2021	10	26.43	EACH	WRENCH, RATCHETING BOX END, 5/8" X 3/4"	264.30	
	31300027019	3/10/2021	11	20.99	EACH	SOCKET, DEEP WELL, 1/2 FOR 1/2 DRIVE, HND	230.89	
	31300027019	3/10/2021	4	12.13	EACH	SOCKET, 9/16" - REGULAR DEPTH, 1/2" DRIVE	48.52	
	31300027019	3/10/2021	6	20.99	EACH	SOCKET, 9/16", DEEP DEPTH, 1/2" DRIVE	125.94	
	31300027019	3/10/2021	5	13.45	EACH	SOCKET, 5/8" REGULAR DEPTH, 1/2" DRIVE	67.25	
	31300027019	3/10/2021	5	13.45	EACH	SOCKET, 3/4" REGULAR DEPTH, 1/2" DRIVE	67.25	
							SOCKET, DEEP-WELL, 3/4" FOR 1/2" DRIVE, HAND	109.80
							PO 31300027019 Total	1,005.63
SNAP ON TOOLS CORPORATION	31300027068	3/17/2021	10	22.28	EACH	WRENCH, RATCHETING BOX END 1/2" X 9/16"	222.80	
	31300027068	3/17/2021	4	21.96	EACH	SOCKET, DEEP-WELL, 5/8" FOR 1/2" DRIVE, HAND	87.84	
							PO 31300027068 Total	310.64
							SNAP ON TOOLS CORPORATION Total	1,316.27

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SOFTWARE ONE INC	31300027156	3/29/2021				SOFTWARE ONE - ADDITIONAL MICROSOFT LICENSES ADDED TO OUR CURRENT LICENSE	6,223.20	
							PO 31300027156 Total	6,223.20
							SOFTWARE ONE INC Total	6,223.20

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SOUTH RIVER ELECTRIC MEMBERSHIP CORP	31300027004	3/9/2021				SOUTH RIVER EMC TO UPGRADE SINGLE PHASE ELECTRICAL SERVICE AT THE INVERNESS LIFT STATION TO THREE PHASE SERVICE. THE EXISTING SINGLE PHASE SERVICE IS NOT ADEQUATE FOR THE PUMPING APPLICATION	4,656.65	
							PO 31300027004 Total	4,656.65
							SOUTH RIVER ELECTRIC MEMBERSHIP CORP Total	4,656.65

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SOUTHEAST VALVE INC	31300026959	3/3/2021				REMOVE, INSPECT, RE-INSTALL RELIEF VALVES ON H-2QUOTE: 1110146	2,331.00	
	31300026959	3/3/2021				REMOVE, INSPECT, RE-INSTALL RELIEF VALVES ON H-1QUOTE: 1110146	2,331.00	
	31300026959	3/3/2021				REMOVE, INSPECT, RE-INSTALL RELIEF VALVES ON H-3QUOTE: 1110146	2,331.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						PO 31300026959 Total	6,993.00	
						SOUTHEAST VALVE INC Total	6,993.00	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SOUTHERN COALS INC	31300026943	3/1/2021				EMPLOYEE APPRECIATION DAY COOKIES	1,625.00	
						PO 31300026943 Total	1,625.00	
						SOUTHERN COALS INC Total	1,625.00	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SOUTHERN COMPUTER WAREHOUSE	31300027051	3/12/2021				INKJET CARTRIDGES FOR THE BWGP PRINTERS.	849.19	
						PO 31300027051 Total	849.19	
						SOUTHERN COMPUTER WAREHOUSE Total	849.19	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
SOUTHERN VAC	31300024786	3/23/2021				BLANKET PO FOR PARTS FROM SOUTHERN VAC/CAROLINA TRACTOR 0152.640020 3RD ADDITION	3,500.00	
						PO 31300024786 Total	3,500.00	
						SOUTHERN VAC Total	3,500.00	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
STELLA-JONES CORPORATION	31300027159	3/29/2021	50	135.00	EACH	POLE, WOOD, 35' CLASS 5	6,750.00	
						PO 31300027159 Total	6,750.00	
						STELLA-JONES CORPORATION Total	6,750.00	
Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
STUART C. IRBY COMPANY	31300026985	3/4/2021	45	5.70	EACH	BEND, 22.5 DEG., 3", SCH 40 PVC, 24" R	256.50	
	31300026985	3/4/2021	30	0.54	EACH	PLUG, CONDUIT END CAP, PVC 3"	16.20	
	31300026985	3/4/2021	19	34.00	EACH	POLE SETTING FOAM	646.00	
	31300026985	3/4/2021	2900	0.62	EACH	WASHER, SQUARE/CURVED, 3"	1,798.00	
						PO 31300026985 Total	2,716.70	
STUART C. IRBY COMPANY	31300027049	3/12/2021	250	15.50	EACH	CONNECTOR, SUBMERS., SET-SCREW, #6-350	3,875.00	
	31300027049	3/12/2021	100	2.40	EACH	BOLT, DOUBLE ARMING, 5/8" X 18"	240.00	
						PO 31300027049 Total	4,115.00	
STUART C. IRBY COMPANY	31300027103	3/19/2021	160	1.60	EACH	BOLT, MACHINE, 5/8" X 16"	256.00	
	31300027103	3/19/2021	2000	4.20	FT	CONDUCTOR, 250 MCM SOFT DRAWN BARE CU	8,400.00	
	31300027103	3/19/2021	100	1.75	EACH	BOLT, MACHINE, 3/4" X 12"	175.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
	31300027103	3/19/2021	100	6.45	EACH	BEND, 90 DEGREE, 2" SCH. 40 PVC, 36" R	645.00	
	31300027103	3/19/2021	150	8.70	EACH	CLAMP,HOT LINE,#8-2/0 CU	1,305.00	
						PO 31300027103 Total	10,781.00	
STUART C. IRBY COMPANY	31300027157	3/29/2021	38	8.25	EACH	CONNECTOR, GND GRID, 4/0-250 TO 4/0-250	313.50	
	31300027157	3/29/2021	28	1.54	EACH	CONNECTOR, PRL. GRVE. COMP., 500 X 2/0	43.12	
						PO 31300027157 Total	356.62	
						STUART C. IRBY COMPANY Total	17,969.32	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
T.A. LOVING CO. INC.	31300025996	3/25/2021				Annex Area 23 Sec II - CO #1 add to Construction PO 31300025996 (Sewer WO 1811336)	30,000.00	
PO 31300025996 Total							30,000.00	
T.A. LOVING CO. INC. Total							30,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
T.T. TECHNOLOGIES	31300026975	3/3/2021				TWO (2) GP0550020 - 55P (2.00") GRUNDOMAT TOOL ONLY WITH 3/4" WHIP HOSE -AT \$3,755.00 EACH	7,550.00	
PO 31300026975 Total							7,550.00	
T.T. TECHNOLOGIES Total							7,550.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
TED MICHAUD ADVERTISING SPECIALTIES	31300027042	3/12/2021				REUSEABLE WATER BOTTLES (2)	5,170.00	
PO 31300027042 Total							5,170.00	
TED MICHAUD ADVERTISING SPECIALTIES Total							5,170.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
TENCARVA MACHINERY CO.	31300027060	3/16/2021	5	24.40	EACH	CAP, PIVOT, #38141-003	122.00	
PO 31300027060 Total							122.00	
TENCARVA MACHINERY CO.	31300027113	3/23/2021	3	258.40	EACH	VALVE, ASSEMBLY, FLAP, F/T8A3B PUMP, #46411-066, 8"	775.20	
PO 31300027113 Total							775.20	
TENCARVA MACHINERY CO. Total							897.20	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
THE EI GROUP, INC	31300023233	3/15/2021				SECOND AMENDMENT TO SERVICE AGREEMENT TO ADD \$7000	7,000.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						FOR ADDITIONAL INDUSTRIAL HYGIENE EXPOSURE SAMPLING AS NEEDED THRU JUNE 30 2021		
							PO 31300023233 Total	7,000.00
							THE EI GROUP, INC Total	7,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
TIME WARNER CABLE	31300025178	3/11/2021				SPECTRUM - ADDITIONAL FUNDS FOR PO# 31300025178	40,000.00	
							PO 31300025178 Total	40,000.00
							TIME WARNER CABLE Total	40,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
TRANSAMERICAN POWER PRODUCTS	31300027171	3/30/2021	14	4,903.00	EACH	POLE, TUBULAR GALVANIZED STEEL, 75 FT, S-04.2	68,642.00	
							PO 31300027171 Total	68,642.00
							TRANSAMERICAN POWER PRODUCTS Total	68,642.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
TRICOAST INSULATION & SERVICES, INC. - 19321	31300026816	3/4/2021				(TRICOAST) ADD TO BLANKET FOR ADDITIONAL REPAIR WORK NEEDED. PLEASE ADD TO PO 31300026816	7,000.00	
							PO 31300026816 Total	7,000.00
							TRICOAST INSULATION & SERVICES, INC. - 19321 Total	7,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
TRUCKPRO	31300024780	3/3/2021				BLANKET PO FOR PARTS FROM TRUCK-PRO 0152.640020	5,000.00	
	31300024780	3/23/2021				BLANKET PO FOR PARTS FROM TRUCK-PRO 0152.640020 3RD ADDITION	8,000.00	
							PO 31300024780 Total	13,000.00
							TRUCKPRO Total	13,000.00

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
TURBINE TECHNOLOGY SERVICES CORPORATION	31300026950	3/3/2021	1	9,933.41	EACH	277A1704P001 #1 Brg., Thrust-Loaded, ALL G/T	9,933.41	
							PO 31300026950 Total	9,933.41
TURBINE TECHNOLOGY SERVICES CORPORATION	31300027095	3/18/2021	2	2,367.24	EACH	CHARGING MOTOR,CRANKING MOTOR BREAKER,G/T	4,734.48	
							PO 31300027095 Total	4,734.48

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
TURBINE TECHNOLOGY SERVICES CORPORATION Total							14,667.89	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
UNITED RENTALS, INC.	31300026976	3/3/2021				ONE (1) RAMMER LARGE 2900-3600LBS/BLOW MILTIQUIP MIKASA MTX80HDR	2,895.00	
PO 31300026976 Total							2,895.00	
UNITED RENTALS, INC.	31300026997	3/8/2021				LIFT MATERIAL 24-25' 400-650# MANUAL GENIE SLC-24 - AT \$2796 ; DELIVERY CHARGE AT \$156	2,952.00	
PO 31300026997 Total							2,952.00	
UNITED RENTALS, INC.	31300027000	3/9/2021				FUNDS NEEDED TO PURCHASE A SKYJACK LIFT FOR USE BY CENTRAL MAINTENANCE AND OPERATIONS STAFF AT THE WTF'S AND TWO WRF'S. THIS PIECE OF EQUIPMENT WILL BE USED TO WORK ON ELEVATED EQUIPENT AND SURFACES	10,136.00	
PO 31300027000 Total							10,136.00	
UNITED RENTALS, INC. Total							15,983.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
UNIVAR SOLUTIONS USA INC.	31300025007	3/29/2021				INCREASE FUNDS FOR BLANKET PURCHASE ORDER 31300025007 FOR THE PURCHASE OF CAUSTIC SODA 50% FOR PO HOFFER WTF FOR THE PERIOD MARCH 2021 THROUGH JUNE 2021.	60,000.00	
PO 31300025007 Total							60,000.00	
UNIVAR SOLUTIONS USA INC. Total							60,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
USIC LOCATING SERVICES, LLC	31300026694	3/8/2021				USIC SERVICE AGREEMENT 31300026694 - SEPERATE LINE FOR OTHER PWC COSTS FOR ELECTRIC AND FIBER LOCATES, SEPERATE FEES FROM METRONET FEES	150,000.00	
PO 31300026694 Total							150,000.00	
USIC LOCATING SERVICES, LLC Total							150,000.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
VERTIV SERVICES, INC	31300027054	3/15/2021				VERTIV CORPORATION - SUPPORT CONTRACT RENEWAL - UPS SERVICE (6/1/2021-5/31/2022)	32,597.95	
PO 31300027054 Total							32,597.95	
VERTIV SERVICES, INC Total							32,597.95	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
WACCO, INC.	31300026994	3/8/2021				(WACCO) A670B07707EM, NELSON MI HEAT TRACE CABLE, H3-16A	1,365.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
	31300026994	3/8/2021				(WACCO) A556K05107EM, NELSON MI HEAT TRACE CABLE, H3-21B	800.00	
	31300026994	3/8/2021				(WACCO) A556K05707EM, NELSON MI HEAT TRACE CABLE, H3-21A	850.00	
	31300026994	3/8/2021				(WACCO) A670B09107EM, NELSON MI HEAT TRACE CABLE, H3-16B	1,550.00	
	31300026994	3/8/2021				(WACCO) A627B18007EM, NELSON MI HEAT TRACE CABLE, H2-13C	2,715.00	
	31300026994	3/8/2021				(WACCO) A627B06307EM, NELSON MI HEAT TRACE CABLE, H2-13A	1,815.00	
	31300026994	3/8/2021				(WACCO) A556K02907EM, NELSON MI HEAT TRACE CABLE, H2-23C	610.00	
	31300026994	3/8/2021				(WACCO) A670B10207EM, NELSON MI HEAT TRACE CABLE, H3-16C	1,695.00	
	31300026994	3/8/2021				(WACCO) A670B09507EM, NELSON MI HEAT TRACE CABLE, H2-16C	1,600.00	
	31300026994	3/8/2021				(WACCO) A670B09607EM, NELSON MI HEAT TRACE CABLE, H3-16C	1,615.00	
	31300026994	3/8/2021				(WACCO) A627B05307EM, NELSON MI HEAT TRACE CABLE, H3-13A	1,050.00	
	31300026994	3/8/2021				(WACCO) A556K02907EM, NELSON MI HEAT TRACE CABLE, H3-23A	610.00	
	31300026994	3/8/2021				(WACCO) A670B10907EM, NELSON MI HEAT TRACE CABLE, H3-18A	1,785.00	
	31300026994	3/8/2021				(WACCO) A670B08807EM, NELSON MI HEAT TRACE CABLE, H3-18B	1,510.00	
	31300026994	3/8/2021				(WACCO) A670B07307EM, NELSON MI HEAT TRACE CABLE, H2-18A	1,315.00	
	31300026994	3/8/2021				(WACCO) A670B09807EM, NELSON MI HEAT TRACE CABLE, H3-18C	1,640.00	
	31300026994	3/8/2021				(WACCO) A556K05707EM, NELSON MI HEAT TRACE CABLE, H3-10C	850.00	
	31300026994	3/8/2021				(WACCO) A670B03007EM, NELSON MI HEAT TRACE CABLE, H3-14D	750.00	
	31300026994	3/8/2021				(WACCO) A715B09107EM, NELSON MI HEAT TRACE CABLE, H3-17A	1,560.00	
	31300026994	3/8/2021				(WACCO) A556K09307EM, NELSON MI HEAT TRACE CABLE, H3-21D	1,165.00	
	31300026994	3/8/2021				(WACCO) A556K05707EM, NELSON MI HEAT TRACE CABLE, H3-21C	850.00	
	31300026994	3/8/2021				(WACCO) A556K06507EM, NELSON MI HEAT TRACE CABLE, H2-10C	920.00	
	31300026994	3/8/2021				(WACCO) A715B09607EM, NELSON MI HEAT TRACE CABLE, H1-19A	1,615.00	
	31300026994	3/8/2021				(WACCO) A670B09907EM, NELSON MI HEAT TRACE CABLE, H1-16B	1,655.00	
	31300026994	3/8/2021				(WACCO) A670B03007EM, NELSON MI HEAT TRACE CABLE, H2-14C	750.00	
	31300026994	3/8/2021				(WACCO) A715B10707EM, NELSON MI HEAT TRACE CABLE, H2-17B	1,760.00	
	31300026994	3/8/2021				(WACCO) A556K04207EM, NELSON MI HEAT TRACE CABLE, H2-21D	720.00	
	31300026994	3/8/2021				(WACCO) A556K09007EM, NELSON MI HEAT TRACE CABLE, H2-21C	1,215.00	
	31300026994	3/8/2021				(WACCO) A556K05707EM, NELSON MI HEAT TRACE CABLE, H2-21B	850.00	
	31300026994	3/8/2021				(WACCO) A556K05107EM, NELSON MI HEAT TRACE CABLE, H2-21A	800.00	
	31300026994	3/8/2021				(WACCO) A670B09907EM, NELSON MI HEAT TRACE CABLE, H2-16B	1,655.00	
	31300026994	3/8/2021				(WACCO) A670B09107EM, NELSON MI HEAT TRACE CABLE, H2-16A	1,550.00	
	31300026994	3/8/2021				(WACCO) A556K17407EM, NELSON MI HEAT TRACE CABLE, H1-13C	1,865.00	
	31300026994	3/8/2021				(WACCO) A556K15607EM, NELSON MI HEAT TRACE CABLE, H1-13B	1,710.00	
	31300026994	3/8/2021				(WACCO) A556K06307EM, NELSON MI HEAT TRACE CABLE, H1-13A	905.00	
	31300026994	3/8/2021				(WACCO) A670B07307EM, NELSON MI HEAT TRACE CABLE, H1-18B	1,315.00	
	31300026994	3/8/2021				(WACCO) A556K02107EM, NELSON MI HEAT TRACE CABLE, H1-23B	540.00	
	31300026994	3/8/2021				(WACCO) A556K09507EM, NELSON MI HEAT TRACE CABLE, H1-21D	1,180.00	
	31300026994	3/8/2021				(WACCO) A556K06107EM, NELSON MI HEAT TRACE CABLE, H1-21C	885.00	
	31300026994	3/8/2021				(WACCO) A556K07407EM, NELSON MI HEAT TRACE CABLE, H1-10C	1,000.00	
	31300026994	3/8/2021				(WACCO) A556K06607EM, NELSON MI HEAT TRACE CABLE, H1-21B	930.00	
	31300026994	3/8/2021				(WACCO) A556K03907EM, NELSON MI HEAT TRACE CABLE, H1-21A	695.00	
	31300026994	3/8/2021				(WACCO) A670B09107EM, NELSON MI HEAT TRACE CABLE, H1-16A	1,560.00	
	31300026994	3/8/2021				(WACCO) A670B03107EM, NELSON MI HEAT TRACE CABLE, H1-14E	762.00	
PO 31300026994 Total							54,537.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
WACCO, INC. Total							54,537.00	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
WALKER AUTO AND TRUCK PARTS	31300027145	3/25/2021	7	29.48	EACH	GREASE GUN,2274-1X W/HOSE, 4.5X.045X7/8	206.36	
PO 31300027145 Total							206.36	
WALKER AUTO AND TRUCK PARTS Total							206.36	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
WATER WORKS SUPPLY OF NC,INC.	31300026966	3/3/2021	34	11.20	EACH	KIT, GLAND, FOLLOWER, 4", MJ	380.80	
PO 31300026966 Total							380.80	
WATER WORKS SUPPLY OF NC,INC.	31300027046	3/12/2021	17	31.31	EACH	LOCKVALVE, 3/4", IP, NO LEAD	532.27	
PO 31300027046 Total							532.27	
WATER WORKS SUPPLY OF NC,INC.	31300027136	3/25/2021	203	27.16	EACH	PLUG & ADAPTER,CLEAN OUT, 4",RECESSED	5,513.48	
	31300027136	3/25/2021	18	72.80	EACH	INSERTA-TEE,4" DIA. SDR-26,FOR 8" CLAY PIPE	1,310.40	
	31300027136	3/25/2021	7	54.20	EACH	SLEEVE, MJ, CI, 6"	379.40	
PO 31300027136 Total							7,203.28	
WATER WORKS SUPPLY OF NC,INC. Total							8,116.35	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
WESCO RALEIGH UTILITY	31300026986	3/4/2021	24000	0.01	FT	TAPE,UNDERGROUND WARNING,3"W X 1000'L	208.80	
	31300026986	3/4/2021	100	8.80	EACH	CLAMP,HOT LINE,#8-2/0 CU	880.00	
	31300026986	3/4/2021	108	19.40	EACH	STIRRUP, BOLTED, 4/0 - 477 AL	2,095.20	
	31300026986	3/4/2021	100	1.27	EACH	CLAMP, ALUMINUM SERVICE WEDGE #6 - #2	127.00	
	31300026986	3/4/2021	125	0.78	EACH	COUPLING, 2" PVC, LONG	97.50	
	31300026986	3/4/2021	25	5.70	EACH	LUG, 2-HOLE COMP. TERMINAL, 500 AL	142.50	
	31300026986	3/4/2021	200	0.38	EACH	CONNECTOR, PRL. GRVE. COMP., #1/7	76.00	
	31300026986	3/4/2021	65	33.50	EACH	DEADEND, CLAMP, 1/0 JACKETED WIRE	2,177.50	
	31300026986	3/4/2021	100	3.10	EACH	BOLT, OVAL EYE, 5/8" X 14"	310.00	
	31300026986	3/4/2021	52	35.75	EACH	LINE, 3/16" PULL	1,859.00	
	31300026986	3/4/2021	10	17.75	EACH	BANDAGE, 16" POLE TOP	177.50	
	31300026986	3/4/2021	280	1.20	EACH	TAPE, RED PLASTIC, 1/2" X 20'	336.00	
	31300026986	3/4/2021	30	239.00	EACH	BKT, CO/ARR, 3PH, STRAIGHT SUPPORT	7,170.00	
PO 31300026986 Total							15,657.00	
WESCO RALEIGH UTILITY	31300026988	3/5/2021	275	0.96	EACH	STRIP, CARRIER, EMBOSSED ALUMINUM TAGS, 10"	264.00	
PO 31300026988 Total							264.00	
WESCO RALEIGH UTILITY	31300026989	3/5/2021	12	22.75	EACH	LUG, AL SET-SCREW, 2 X 300-800 MCM	273.00	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
						PO 31300026989 Total	273.00	
WESCO RALEIGH UTILITY	31300027031	3/11/2021	108	72.35	EACH	MVN ARRESTER (152KV MCOV)	7,813.80	
	31300027031	3/11/2021	3	2,675.00	EACH	ANDERSON BOLT ON CONNECTORS # ACF-13-D	8,025.00	
						PO 31300027031 Total	15,838.80	
WESCO RALEIGH UTILITY	31300027035	3/11/2021	75	12.55	EACH	CLAMP, BOLTED, FOR 1.25" BAND	941.25	
						PO 31300027035 Total	941.25	
WESCO RALEIGH UTILITY	31300027036	3/12/2021	50	43.90	EACH	CONNECTOR, AL COMP, 954 MCM TO NEMA-4	2,195.00	
	31300027036	3/12/2021	30	579.00	EACH	MAT, GROUND, 3 X 4 X 1	17,370.00	
						PO 31300027036 Total	19,565.00	
WESCO RALEIGH UTILITY	31300027050	3/12/2021	18	19.90	EACH	ANCHOR, 6" SCREW	358.20	
	31300027050	3/12/2021	8	12.25	EACH	COUPLING, PVC CONDUIT EXP., 3"	98.00	
	31300027050	3/12/2021	40	3.20	EACH	FUSELINK, TYPE "K", 25 AMP	128.00	
	31300027050	3/12/2021	10	10.50	EACH	FUSE, BAY-O-NET LINK, 15 AMP	105.00	
	31300027050	3/12/2021	12	10.50	EACH	FUSE, BAY-O-NET LINK, 25 AMP	126.00	
	31300027050	3/12/2021	168	0.61	EACH	LABEL, PRESSURE SENSITIVE, NO. "0"	102.48	
	31300027050	3/12/2021	20	6.45	EACH	GUYSTRAND, SAFETY DISPENSER	129.00	
	31300027050	3/12/2021	9	215.65	EACH	ANCHOR, BUMPER POST, 8" HELIX	1,940.85	
	31300027050	3/12/2021	5200	0.13	FT	WIRE, TIE, #4 SOLID ALUMINUM	686.40	
	31300027050	3/12/2021	480	3.14	EACH	SPACER, DUCT, 4", 3" SPACING	1,507.20	
	31300027050	3/12/2021	25	6.80	EACH	BOLT, UPSET SPOOL, 5/8" X 12"	170.00	
	31300027050	3/12/2021	18	24.10	EACH	GREASE, SILICON, 5.3 OZ, TUBE	433.80	
	31300027050	3/12/2021	1150	0.63	EACH	TIE, LASHING, HEAVY DUTY, 0.270" X 13/4"	724.50	
	31300027050	3/12/2021	12	35.20	EACH	SOLVENT, ISOALCOHOL, FO, GALLON	422.40	
	31300027050	3/12/2021	60	0.61	EACH	LABEL, PRESSURE SENSITIVE, NO. "8"	36.60	
	31300027050	3/12/2021	168	0.61	EACH	LABEL PRESSURE SENSITIVE, LETTER "A"	102.48	
	31300027050	3/12/2021	102	0.61	EACH	LABEL, PRESSURE SENSITIVE, LETTER "C", (6/CARD)	62.22	
	31300027050	3/12/2021	8	4,410.00	EACH	SWITCH,GOAB,25 KV, RLB-600,HORIZ,NON-UNDERBUILD	35,280.00	
	31300027050	3/12/2021	150	1.84	EACH	BOLT, MACHINE, 5/8" X 18"	276.00	
	31300027050	3/12/2021	192	0.61	EACH	LABEL, PRESSURE SENSITIVE, NO. "2"	117.12	
	31300027050	3/12/2021	66	0.61	EACH	LABEL, PRESSURE SENSITIVE, NO. "3"	40.26	
	31300027050	3/12/2021	300	0.61	EACH	LABEL, PRESSURE SENSITIVE, NO. "4"	183.00	
	31300027050	3/12/2021	270	0.61	EACH	LABEL, PRESSURE SENSITIVE, NO. "5"	164.70	
	31300027050	3/12/2021	192	0.61	EACH	LABEL, PRESSURE SENSITIVE, NO. "7"	117.12	
						PO 31300027050 Total	43,311.33	
WESCO RALEIGH UTILITY	31300027105	3/19/2021	50	4.52	EACH	GUARD,WILDLIFE W/FUSE APPERTURE,4" X 8"	226.00	
	31300027105	3/19/2021	2520	0.38	FT	CONDUCTOR, #6 AWG CU SOFT	952.56	
	31300027105	3/19/2021	24750	0.18	FT	CONDUCTOR, #2 AAAC 6201	4,504.50	
	31300027105	3/19/2021	1200	0.58	FT	CABLE,CONTROL,TC,600V,3-COND-#12	700.80	
	31300027105	3/19/2021	15400	1.60	FT	CONDUIT, 2" PVC SCH 40	24,640.00	
	31300027105	3/19/2021	480	3.14	EACH	SPACER, DUCT, 4", 3" SPACING	1,507.20	
	31300027105	3/19/2021	160	6.75	EACH	CONNECTOR, BRONZE TAP LUG, #6-250	1,080.00	
	31300027105	3/19/2021	20	3.20	EACH	FUSELINK, TYPE "K", 25 AMP	64.00	
	31300027105	3/19/2021	5	579.50	EACH	CABINET, CURRENT TRANSFORMER, LARGE, 36" X 36"	2,897.50	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
	31300027105	3/19/2021	75	6.88	EACH	GUY, ATTACHMENT, COMBINATION, 5/8"	516.00	
	31300027105	3/19/2021	500	0.33	EACH	SLEEVE, SERVICE, #6 TO #6	165.00	
	31300027105	3/19/2021	50	20.02	EACH	SPLICE, FULL TENSION AUTOMATIC, 477 AAC	1,001.00	
	31300027105	3/19/2021	71	20.94	EACH	SUPPORT, CABLE, CLEAT, URD, 1.50" (2PCS=1)	1,486.74	
	31300027105	3/19/2021	250	1.05	EACH	BOLT, SS, 1/2" X 1-3/4" W/SS NUT	262.50	
	31300027105	3/19/2021	500	1.10	EACH	BOLT, STAINLESS STEEL, 1/2" X 2"	550.00	
	31300027105	3/19/2021	25	7.82	EACH	BOLT, UPSET SPOOL, 5/8" X 14"	195.50	
	31300027105	3/19/2021	600	1.37	EACH	NUT, EYE, GALV, 5/8"	822.00	
	31300027105	3/19/2021	4	285.00	EACH	HOOK, CANT, POLE TOOL	1,140.00	
	31300027105	3/19/2021	32	7.04	EACH	INHIBITOR, NON-GRIT BEARING, FLAT TO FLAT SURFACE	225.28	
PO 31300027105 Total							42,936.58	
WESCO RALEIGH UTILITY	31300027107	3/22/2021	30	213.00	EACH	ARRESTER, 21 KV, ELBOW	6,390.00	
	31300027107	3/22/2021	22	2,567.00	EACH	ENCLOSURE,PRIMARY JUNCTION,FBGL, LARGE	56,474.00	
	31300027107	3/22/2021	8000	0.01	FT	TAPE,UNDERGROUND WARNING,3"W X 1000'L	69.60	
	31300027107	3/22/2021	200	2.74	EACH	BOLT, MACHINE, 3/4" X 14"	548.00	
	31300027107	3/22/2021	40	230.90	EACH	HANDHOLE, SIDEWALK, 12X12X24D W/COVER	9,236.00	
	31300027107	3/22/2021	60	10.75	EACH	CONNECTOR, PRL. GRVE. COMP., 954X954 "R"	645.00	
	31300027107	3/22/2021	150	22.50	EACH	COUPLING, ELECTROFUSION, HDPE, 2"	3,375.00	
	31300027107	3/22/2021	20	19.90	EACH	ANCHOR, 6" SCREW	398.00	
	31300027107	3/22/2021	60	152.45	EACH	BKT, LUM, TAPERED, 6' X 2' X 2", BLACK	9,147.00	
PO 31300027107 Total							86,282.60	
WESCO RALEIGH UTILITY	31300027108	3/22/2021	54	142.90	EACH	BRACKET, STATIC OFFSET, 12"	7,716.60	
	31300027108	3/22/2021	100	4.70	EACH	CLAMP, CABLE SUSPENSION, 3/8"	470.00	
	31300027108	3/22/2021	25	12.25	EACH	CLAMP, LINE POST, 1.5-2.0", STRAIGHT	306.25	
	31300027108	3/22/2021	300	62.25	EACH	CLAMP, AL SUSP, 1.74"	18,675.00	
PO 31300027108 Total							27,167.85	
WESCO RALEIGH UTILITY	31300027144	3/25/2021	11	20.90	EACH	WRENCH, RATCHETING BOX END, 11/16" x 3/4"	229.90	
PO 31300027144 Total							229.90	
WESCO RALEIGH UTILITY	31300027154	3/26/2021	100	1.30	EACH	CLAMP, ALUMINUM SERVICE WEDGE #6 - #2	130.00	
	31300027154	3/26/2021	576	7.90	EACH	INSULATOR, PIN-TYPE, ANSI 55-6	4,550.40	
PO 31300027154 Total							4,680.40	
WESCO RALEIGH UTILITY	31300027155	3/26/2021	10	46.95	EACH	BRACKET, LUMINAIRE, TAPERED, 30"	469.50	
PO 31300027155 Total							469.50	
WESCO RALEIGH UTILITY	31300027158	3/29/2021	150	2.45	EACH	CLAMP, GROUND ROD, #1/0 X 3/4" BRONZE	367.50	
	31300027158	3/29/2021	68	10.30	EACH	STIRRUP,BOLTED,#6-#2/0 AL	700.40	
	31300027158	3/29/2021	138	0.38	EACH	CONNECTOR, PRL. GRVE. COMP., 2 X 10	52.44	
	31300027158	3/29/2021	875	0.65	EACH	CONNECTOR, PRL. GRVE. COMP., #5/7	568.75	
	31300027158	3/29/2021	12	27.80	EACH	TERMINAL, 2-HOLE BOLTED, 336/477 MCM AL.	333.60	
	31300027158	3/29/2021	140	3.70	EACH	CLEVIS, INSULATED SECONDARY/DEADEND	518.00	
	31300027158	3/29/2021	160	63.40	EACH	DEADEND, GUYSTRAND, AUTOMATIC, 7#6 AW	10,144.00	
	31300027158	3/29/2021	125	15.25	EACH	SPLICE, FULL TENSION AUTOMATIC, 4/0 ACSR	1,906.25	
	31300027158	3/29/2021	480	1.38	EACH	BOLT, MACHINE, 5/8" X 14"	662.40	

Purchase Order Detail Report

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
	31300027158	3/29/2021	60	2.05	EACH	BOLT, MACHINE, 5/8" X 20"	123.00	
	31300027158	3/29/2021	3000	0.14	EACH	SCREW, CUSHIONED LAG, 1/4" X 2"	420.00	
	31300027158	3/29/2021	363	6.67	POUND S	STAPLE, GROUND WIRE, SMALL	2,420.00	
PO 31300027158 Total							18,216.34	
WESCO RALEIGH UTILITY	31300027168	3/30/2021	146	4.25	EACH	CEMENT, PVC, PINT	620.50	
PO 31300027168 Total							620.50	
WESCO RALEIGH UTILITY Total							276,454.05	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
WK DICKSON & CO., INC.	31300023426	3/18/2021				W.K. DICKSON - SERVICE AGREEMENT TO PROVIDE ENGINEERING SERVICES FOR COORDINATION WITH THE NCDOT U-4900 MURCHISON ROAD WIDENING PROJECT (WO 2005139-01 /CPR1000314)	2,625.18	
PO 31300023426 Total							2,625.18	
WK DICKSON & CO., INC. Total							2,625.18	

Supplier Name	PO Number	PO Date	PO Qty	Avg Unit Price	UOM	Item Description	PO Amount	Department
XYLEM DEWATERING SOLUTIONS	31300026970	3/3/2021				TO PURCHASE ONE (1) SEWER PLUG AND BYPASS SYSTEM FOR INTERNAL MANHOLE MAINTENANCE FOR WRC.	3,045.08	
PO 31300026970 Total							3,045.08	
XYLEM DEWATERING SOLUTIONS Total							3,045.08	

DARSWEIL L. ROGERS, COMMISSIONER
WADE R. FOWLER, JR., COMMISSIONER
EVELYN O. SHAW, COMMISSIONER
D. RALPH HUFF, III, COMMISSIONER
ELAINA L. BALL, 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

April 13, 2021

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 15, 2021.

The following intern positions are available:

Accounting/Internal Audit
Risk, Contracts and Procurement Services/Risk Management Analyst
W/R Watershed-Environmental Technician
E/S Engineering-Engineer
E/S GIS Technician
Power Plant Maintenance Technician
Customer Programs/Key Account Agent
Customer Programs/Customer Programs Analyst
Safety
Project Management-Technical Writer
Medical
Human Resources
Warehouse

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

BUILDING COMMUNITY CONNECTIONS SINCE 1905

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

DARSWEIL L. ROGERS, COMMISSIONER
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WWW.FAYPWC.COM

April 15, 2021

MEMO TO: ALL PWC EMPLOYEES

FROM: Brittany Sisco
Brittany.Sisco@faypwc.com

SUBJECT: Job Vacancy

POSITION: W/R FACILITY IE&C TECHNICIAN

DEPARTMENT: Water Resources Central Maintenance

HOURS: MONDAY-FRIDAY 7:00AM-3:30PM (OVERTIME & ON
CALL AS REQUIRED)

GRADE LEVEL: 406; \$22.44- \$28.05/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 no later than 5pm, April 29th, 2021.

SUPERVISORS, PLEASE POST ON BULLETIN BOARD

BUILDING COMMUNITY CONNECTIONS SINCE 1905

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

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TELEPHONE (910) 483-1401
WWW.FAYPWC.COM

April 20th, 2021

MEMO TO: ALL PWC EMPLOYEES

FROM: Brittany Sisco
Brittany.Sisco@faypwc.com

SUBJECT: Job Vacancy

POSITION: W/R EQUIPMENT OPERATOR

DEPARTMENT: Water Resources Construction

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

GRADE LEVEL: 405X; \$21.37- \$26.72/ 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 no later than 5pm, May 4th, 2021.

SUPERVISORS, PLEASE POST ON BULLETIN BOARD

BUILDING COMMUNITY CONNECTIONS SINCE 1905

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

**PUBLIC WORKS COMMISSION
RECAP OF REVENUES AND EXPENDITURES
ELECTRIC**

FOR THE PERIOD ENDING MARCH 31, 2021

UNAUDITED - SUBJECT TO CHANGE

ROUNDED TO NEAREST HUNDRED		Current Month Budget	Current Month Actual	Current Month Actual Last Year	Budget To Actual Variance Current	Current Actual Difference	Year To Date Budget	Year To Date Current Year	Year To Date Last Year	Year To Date Budget To Actual Variance	Year To Date Difference	% Change Current Year Prior Year	Annual Budget
Description													
Operating Revenues	Residential, Commercial, and Industrial Sales	14,378,200	14,837,700	14,738,400	459,500	99,300	143,792,600	143,671,700	150,154,900	(120,900)	(6,483,200)	-4.32%	188,323,100
	Wholesale Power Cost Adjustment	0	0	-	0	0	0	0	(100)	0	100	-100.00%	0
	Other Sales of Electricity	993,700	975,000	961,600	(18,700)	13,400	8,873,400	8,846,500	8,759,900	(26,900)	86,600	0.99%	11,871,900
	Butler Warner Generation Plant Lease	765,500	731,600	702,000	(33,900)	29,600	11,300,500	11,166,600	11,160,000	(133,900)	6,600	0.06%	13,078,400
	Other Operating Revenues	1,203,700	1,058,400	1,047,900	(145,300)	10,500	10,475,300	9,659,000	11,033,200	(816,300)	(1,374,200)	-12.46%	14,122,500
	Other Revenues	530,800	370,000	98,500	(160,800)	271,500	1,906,800	633,000	826,600	(1,273,800)	(193,600)	-23.42%	3,499,000
Operating Revenues Total		17,871,900	17,972,700	17,548,400	100,800	424,300	176,348,600	173,976,800	181,934,500	(2,371,800)	(7,957,700)	-4.37%	230,894,900
Power Supply and Maintenance	Power Supply	9,865,500	9,343,700	9,795,500	521,800	(451,800)	100,140,700	100,831,000	103,515,900	(690,300)	(2,684,900)	-2.59%	132,139,200
	Coal Ash	552,300	569,500	1,074,600	(17,200)	(505,100)	8,130,500	8,196,700	14,104,100	(66,200)	(5,907,400)	-41.88%	9,788,700
	Maintenance of Generation Plant	1,027,300	618,200	349,500	409,100	268,700	6,289,100	6,906,700	3,589,600	(617,600)	3,317,100	92.41%	8,337,500
Power Supply and Maintenance Total		11,445,100	10,531,400	11,219,600	913,700	(688,200)	114,560,300	115,934,400	121,209,600	(1,374,100)	(5,275,200)	-4.35%	150,265,400
Operating Revenues Available For Operating Expenses Total		6,426,800	7,441,300	6,328,800	1,014,500	1,112,500	61,788,300	58,042,400	60,724,900	(3,745,900)	(2,682,500)	-4.42%	80,629,500
Operating Expenses	Trans. and Distr. Expenses	2,129,500	1,423,900	1,448,500	705,600	(24,600)	16,645,500	14,171,300	14,395,000	2,474,200	(223,700)	-1.55%	23,675,600
	G & A Expenses	2,074,000	1,792,300	1,966,000	281,700	(173,700)	19,018,000	14,785,700	15,172,200	4,232,300	(386,500)	-2.55%	25,483,400
	Debt Interest Expense	63,200	63,100	75,300	100	(12,200)	628,000	625,800	584,400	2,200	41,400	7.08%	817,800
	Depreciation Expenses	1,421,900	1,491,300	1,440,100	(69,400)	51,200	12,796,900	13,691,100	12,999,800	(894,200)	691,300	5.32%	17,062,600
Operating Expenses Total		5,688,600	4,770,600	4,929,900	918,000	(159,300)	49,088,400	43,273,900	43,151,400	5,814,500	122,500	0.28%	67,039,400
Operating Results Total		738,200	2,670,700	1,398,900	1,932,500	1,271,800	12,699,900	14,768,500	17,573,500	2,068,600	(2,805,000)	-15.96%	13,590,100
	Aid to Construction and Grants	400,300	0	363,500	(400,300)	(363,500)	3,602,300	2,785,500	981,700	(816,800)	1,803,800	183.74%	4,804,300
	Payment In Lieu of Taxes (PILOT)	(954,200)	(954,200)	(924,800)	-	(29,400)	(8,587,800)	(8,588,100)	(8,323,600)	(300)	(264,500)	3.18%	(11,450,900)
	Intergovernmental Revenues (Expenses)	(350,000)	(350,000)	(100,000)	-	(250,000)	(3,150,000)	(3,150,000)	(900,000)	-	(2,250,000)	250.00%	(4,200,000)
Change in Net Assets before Appropriations Total		(165,700)	1,366,500	737,600	1,532,200	628,900	4,564,400	5,815,900	9,331,600	1,251,500	(3,515,700)	-37.68%	2,743,500
Appropriations from/(to) Other Funds		-	-	-	-	-	-	-	-	-	-	100.00%	0
Change in Net Assets after Appropriations Total		(165,700)	1,366,500	737,600	1,532,200	628,900	4,564,400	5,815,900	9,331,600	1,251,500	(3,515,700)	-37.68%	2,743,500
Revenues and Budgetary Appr.	Total Revenues	18,272,200	17,972,700	17,911,900	(299,500)	60,800	179,950,900	176,762,300	182,916,200	(3,188,600)	(6,153,900)	-3.36%	235,699,200
	Budgetary Appropriations	920,000	1,325,900	2,536,300	405,900	(1,210,400)	16,529,800	12,162,800	17,738,400	(4,367,000)	(5,575,600)	-31.43%	36,893,400
Revenues and Budgetary Appr. Total		19,192,200	19,298,600	20,448,200	106,400	(1,149,600)	196,480,700	188,925,100	200,654,600	(7,555,600)	(11,729,500)	-5.85%	272,592,600
Expenditures	Total Operating Expenses	18,437,900	16,606,200	17,174,300	1,831,700	(568,100)	175,386,500	170,946,400	173,584,600	4,440,100	(2,638,200)	-1.52%	232,955,700
	Depreciation/Amortization Adjustment	(1,414,400)	(1,483,900)	(1,432,700)	69,500	(51,200)	(12,730,500)	(13,624,600)	(12,828,200)	894,100	(796,400)	6.21%	(16,973,800)
	Other Deductions	-	(325,000)	626,400	325,000	(951,400)	-	(77,700)	934,900	77,700	(1,012,600)	-108.31%	-
	Capital Expenditures	2,595,200	1,677,800	2,432,700	917,400	(754,900)	28,956,300	12,628,700	19,161,400	16,327,600	(6,532,700)	-34.09%	36,012,500
	Debt Principal Payments	1,220,900	1,221,000	1,764,900	(100.00)	(543,900)	1,221,100	1,220,900	1,764,900	200	(544,000)	-30.82%	1,221,000
	Appropriations to Other Funds	1,401,800	1,117,000	1,583,000	284,800	(466,000)	14,616,500	14,944,400	16,582,800	(327,900)	(1,638,400)	-9.88%	19,377,200
Expenditures Total		22,241,400	18,813,100	22,148,600	3,428,300	(3,335,500)	207,449,900	186,038,100	199,200,400	21,411,800	(13,162,300)	-6.61%	272,592,600

* Budget Variance Favorable (Unfavorable)

**PUBLIC WORKS COMMISSION
RECAP OF REVENUES AND EXPENDITURES
WATER/WASTEWATER**

FOR THE PERIOD ENDING MARCH 31, 2021

UNAUDITED - SUBJECT TO CHANGE

ROUNDED TO NEAREST HUNDRED		Current Month Budget	Current Month Actual	Current Month Actual Last Year	Budget To Actual Variance Current	Current Actual Difference	Year To Date Budget	Year To Date Current Year	Year To Date Last Year	Year To Date Budget To Actual Variance	Year To Date Difference	% Change Current Year Prior Year	Annual Budget
Description													
Operating Revenues	Residential, Commercial, and Industrial-Water	3,534,200	3,642,100	3,303,400	107,900	338,700	35,287,500	34,894,000	33,222,800	(393,500)	1,671,200	5.03%	47,709,300
	Other Sales of Water	175,200	301,500	301,000	126,300	500	2,587,000	2,733,900	2,465,500	146,900	268,400	10.89%	3,202,400
	Residential, Commercial, and Industrial- Wastewater	4,162,600	4,270,800	3,974,600	108,200	296,200	38,540,000	39,229,800	37,191,000	689,800	2,038,800	5.48%	51,575,900
	Other Sales of Wastewater	38,200	52,200	66,200	14,000	(14,000)	330,200	586,500	401,500	256,300	185,000	46.08%	431,200
	Other Operating Revenues	642,200	650,100	625,000	7,900	25,100	5,881,700	5,753,400	7,201,800	(128,300)	(1,448,400)	-20.11%	7,868,900
	Other Revenues	80,500	45,800	114,400	(34,700)	(68,600)	724,500	452,200	1,055,400	(272,300)	(603,200)	-57.15%	966,000
Operating Revenues Total		8,632,900	8,962,500	8,384,600	329,600	577,900	83,350,900	83,649,800	81,538,000	298,900	2,111,800	2.59%	111,753,700
Operating Expenses	Water Treatment Facilities	1,020,700	1,245,100	1,115,300	(224,400)	129,800	10,331,700	11,101,400	10,568,600	(769,700)	532,800	5.04%	15,718,200
	Water Distribution System	435,300	419,300	660,700	16,000	(241,400)	4,351,000	3,968,800	3,968,400	382,200	400	0.01%	6,177,100
	Wastewater Collection System	679,300	835,400	682,500	(156,100)	152,900	6,227,600	6,392,100	6,753,400	(164,500)	(361,300)	-5.35%	9,657,500
	Water Reclamation Facilities	858,900	859,900	543,700	(1,000)	316,200	6,475,700	6,406,100	5,257,300	69,600	1,148,800	21.85%	8,959,000
	Residuals Management	24,800	24,100	45,100	700	(21,000)	195,400	188,200	223,300	7,200	(35,100)	-15.72%	278,800
	G & A Expenses	2,112,700	1,684,000	1,799,800	428,700	(115,800)	19,161,100	14,483,800	13,859,000	4,677,300	624,800	4.51%	25,513,800
	Debt Interest Expense	734,700	735,900	789,300	(1,200)	(53,400)	7,821,000	7,302,000	7,220,200	519,000	81,800	1.13%	10,024,000
	Depreciation Expense	2,099,400	2,236,500	2,134,900	(137,100)	101,600	18,894,400	20,221,500	19,086,700	(1,327,100)	1,134,800	5.95%	25,192,600
Operating Expenses Total		7,965,800	8,040,200	7,771,300	(74,400)	268,900	73,457,900	70,063,900	66,936,900	3,394,000	3,127,000	4.67%	101,521,000
Operating Results Total		667,100	922,300	613,300	255,200	309,000	9,893,000	13,585,900	14,601,100	3,692,900	(1,015,200)	-6.95%	10,232,700
Change in Net Assets before	Aid to Construction, Grants, and FIF	329,900	2,167,600	403,800	1,837,700	1,763,800	2,969,100	10,837,600	2,928,800	7,868,500	7,908,800	270.04%	3,958,000
	Payment in Lieu of Taxes (PILOT)	-	-	0	-	-	-	-	0	-	-	100.00%	-
	Intergovernmental Revenues (Expenses)	240,900	16,600	36,300	(224,300)	(19,700)	2,168,100	231,100	308,700	(1,937,000)	(77,600)	-25.14%	2,891,200
Change in Net Assets before Appropriations Total		1,237,900	3,106,500	1,053,400	1,868,600	2,053,100	15,030,200	24,654,600	17,838,600	9,624,400	6,816,000	38.21%	17,081,900
Change in Net Assets after	Appropriations from/(to) Other Funds	-	-	-	-	-	-	-	-	-	-	100.00%	-
	Change in Net Assets after Appropriations Total	1,237,900	3,106,500	1,053,400	1,868,600	2,053,100	15,030,200	24,654,600	17,838,600	9,624,400	6,816,000	38.21%	17,081,900
	Revenues and Budgetary Appr.	9,203,700	11,146,700	8,824,700	1,943,000	2,322,000	88,488,100	94,718,500	84,775,500	6,230,400	9,943,000	11.73%	118,602,900
Revenues and Budgetary Appr. Total	Budgetary Appropriations	0	-	4,318,400	-	(4,318,400)	5,138,300	5,138,400	6,882,100	100	(1,743,700)	-25.34%	24,545,400
	Revenues and Budgetary Appr. Total	9,203,700	11,146,700	13,143,100	1,943,000	(1,996,400)	93,626,400	99,856,900	91,657,600	6,230,500	8,199,300	8.95%	143,148,300
	Expenditures	7,965,800	8,040,200	7,771,300	(74,400)	268,900	73,457,900	70,063,900	66,936,900	3,394,000	3,127,000	4.67%	101,521,000
Expenditures	Depreciation/Amortization Adjustment	(2,030,500)	(2,167,700)	(2,065,100)	137,200	(102,600)	(18,267,400)	(19,594,600)	(18,122,900)	1,327,200	(1,471,700)	8.12%	(24,359,100)
	Other Deductions	61,500	106,400	(61,500)	(44,900)	(44,900)	(560,900)	(560,900)	153,000	560,900	(713,900)	-466.60%	-
	Capital Expenditures	5,040,900	1,900,600	3,222,500	3,140,300	(1,321,900)	26,977,300	16,251,800	12,698,800	10,725,500	3,553,000	27.98%	41,757,500
	Debt Related Payments	12,635,200	12,635,000	14,876,000	200	(2,241,000)	12,635,200	12,635,000	14,876,000	200	(2,241,000)	-15.06%	14,021,400
	Special Item	0	-	-	-	-	0	0	-	-	-	100.00%	0
	Appropriations to Other Funds	851,500	811,000	1,227,000	40,500	(416,000)	7,652,000	7,831,900	7,403,900	(179,900)	428,000	5.78%	10,207,500
	Expenditures Total	24,462,900	21,280,600	25,138,100	3,182,300	(3,857,500)	102,455,000	86,627,100	83,945,700	15,827,900	2,681,400	3.19%	143,148,300

* Budget Variance Favorable (Unfavorable)