Orange Water and Sewer Authority
OWASA is Carrboro-Chapel Hill's not-for-profit public service agency delivering high quality water, wastewater, and reclaimed water services.

Agenda
Virtual Meeting of the OWASA Board of Directors
Thursday, June 25, 2020, 6:00 P.M.

Due to COVID-19 public health concerns, the Orange Water and Sewer Authority (OWASA) Board of Directors is conducting this meeting virtually utilizing Microsoft Teams. Board Members will be participating in the meeting remotely using Microsoft Teams. Members of the public will be able to view and listen to the meeting but will not have the opportunity to speak at any point during this meeting.

The public may submit written comments by sending an email to board_and_leadership@owasa.org ideally submitted at least two days in advance of the meeting.

Announcements
a. Announcements by the Chair
   - Any Board Member who knows of a conflict of interest or potential conflict of interest with respect to any item on the agenda tonight is asked to disclose the same at this time.
   - Update on the June 18, 2020 Orange County Climate Council Virtual Meeting

b. Announcements by Board Members
c. Announcements by Staff
d. Additional Comments, Suggestions, and Information Items by Board Members (Ray DuBose)

Petitions and Requests
1. Public (Because of the current health emergency, this meeting is being held by virtual means, and will not be attended in person by members of the public or the Board of Directors. Therefore, no spoken petitions will be heard at this meeting. Members of the public may submit written petitions for consideration by the Board at its next regular meeting, provided the written petition is received at least two days before the meeting.)
2. Board
3. Staff

Consent Agenda
Information and Reports
1. 12 Month Board Meeting Schedule (Ray DuBose/Ed Kerwin)

Action
2. Minutes of the May 28, 2020 Virtual Public Hearing and Meeting of the Board of Directors (Andrea Orbich)
3. Minutes of the June 11, 2020 Virtual Closed Session of the Board of Directors Session for the Purpose of Discussing a Confidential Personnel Matter (Ray DuBose)

Regular Agenda

Information and Reports

4. Update on OWASA's COVID-19 Response and Discussion by the Board (Ed Kerwin)

Discussion and Action

5. Fiscal Year 2020 Budget Amendment (Stephen Winters)
6. Resolution Appointing Todd Taylor to Succeed Ed Kerwin as Executive Director (Ray DuBose)

Summary of Board Meeting Action Items

7. Executive Director will summarize the key staff action items from the Board Meeting and note significant items for discussion and/or action expected at the next meeting

OWASA Board of Directors – 12 Month Board Meeting Schedule (June 19, 2020)

Month	Board Meetings		Committee Meetings & Other Board Items
	Work Session	Business Meeting	
June 2020	Approve FY 21 Budget and Rates (C) Update COVID-19 Election of Officers (C) Resolution of OWASA's D&I Values Amendment to Western Intake Partnership MOA Award Contract for West Cameron Water Main Replacement (Tentative) (Virtual Meeting) 6/11/2020	Update COVID-19 (C) Resolution Amending the FY2020 Budget Resolution Appointing Todd Taylor as the New ED effective 7-6-2020 (Virtual Meeting) 6/25/2020	
July 2020	D&I Update Update on Memorandum of Understanding with EPA Office of Civil Rights Potential conservation easement on private land COVID-19 update (Virtual Meeting) 7/9/2020	COVID-19 update (Virtual Meeting) 7/23/2020	
August 2020	**Discuss LRWSP Supply & Demand Management Alternatives** CS – Prepare for GC Annual Review (C) COVID-19 Update (Virtual Meeting) 8/13/2020	Preliminary 12 Month Financial Report (C) CIP Semiannual Report (C) CS – GC Annual Review (C) COVID-19 Update (Virtual Meeting) 8/27/2020	*HR Committee Meeting (TBD)*
September 2020	EEO/Affirmative Action Report and D&I Update (C) Annual Report on Disposal of Surplus Personal Property (C) **Forest Management Update** (Tentative) Discuss Work Plan for New ED (Tentative) Discuss Process to Update the Strategic Plan Update on the Water Main Prioritization Model 9/10/2020	Annual Report and Financial Audit (C) **Annual Update of the Energy Management Plan** (C) Approve General Counsel Engagement (C) 9/24/2020	
October 2020	**Strategic Trends Report** (C) Award the WWTP Fermenter Improvements Construction Contract 10/8/2020	Q1 Financial Report (C) Reliability and Resiliency Improvements Update 10/22/2020	
November 2020	TBD 11/12/2020	*Holiday – no meeting*	*Possible welcome of new Board member(s)*
December 2020	TBD 12/10/2020	*Holiday – no meeting*	
January 2021	Appoint Audit Firm (C) Employee Health and Dental Insurance Update for FY 22 (C) Affordability Outreach Program Update (C) D&I Update (C) 1/14/2021	Annual Lakes Recreation Report (C) CIP Semiannual Report (C) Q2 Financial Report (C) Discuss FY 22 Budget Calendar, Planning Assumptions, and New Budget Format (C) 1/28/2021	
February 2021	Department Managers FY 22 Budget Presentations CS – Prepare for GC Interim Review (C) 2/11/2021	CS – GC Interim Review (C) 2/25/2021	
March 2021	FY 22 Draft Budget and Rates (C) 3/11/2021	Set date for Public Hearings – FY 22 Budget & Rates (C) 3/25/2021	

Current and Pending Key Projects and Strategic Initiatives– in **bold**

OWASA Board of Directors – 12 Month Board Meeting Schedule (June 19, 2020)

Month	Board Meetings		Committee Meetings & Other Board Items
	Work Session	Business Meeting	
April 2021	Review Employee Health and Dental Insurance Renewals FY 22 Draft Budget and Rate Adjustment BOD Eligible for Nominations to Election as Board Officers (include Officer descriptions) 4/8/2021	Q3 Financial Report 4/22/2021	
May 2020	Approve Employee Health and Dental Insurance Renewals FY22 Draft Budget and Rates Adjustment Information and Authorize Staff to Publish Proposed Rates 5/13/2021	Public Hearings – FY 22 Budget and Rates 5/27/2021	

New schedule for new ED Performance Reviews – TBD.

The 12 Month Board Meeting Schedule shows Strategic Plan initiatives and other priority efforts that the Board and staff plan to give greatest consideration to during the next twelve months. The schedule also shows major recurring agenda items that require Board action, or items that have been scheduled in response to the Board's prior standing request. This schedule does not show all the items the Board may consider in a work session or business meeting. It also does not reflect meetings at which the Board will discuss and act on the update of the Strategic Plan.

The 12 Month Board Meeting Schedule will be reviewed and updated at each monthly work session and may also be discussed and updated at the Board's business meetings.

In addition to the initiatives shown in this schedule, staff will be working on other Strategic Plan and organizational priorities that are not expected to require major additional discussion with the Board except as part of budget deliberations.

The schedule implies that the following Strategic Plan initiatives would be addressed beyond the 12-month period. The Board may conclude that one or more of the following initiatives are higher priority. The schedule will be revised as needed to reflect the Board's priorities, and any additional initiatives that the Board may decide to address.

- Development of a plan and policy framework for OWASA lands is considered a longer-term priority. The NRTS Committee discussed this issue in September 2017 and determined it was lower priority than Forest Management.
- Water Conservation Plan will be prepared concurrent with update of the Long-Range Water Supply Plan.
- Update of Strategic Plan. On October 24, 2019, the Board and staff agreed to begin updating the Strategic Plan in FY 2021.

The OWASA Board determines which topics it wants to explore as a full Board (potentially in a work session format) and which topics it wants to assign to Board committees or committee chairs for further analysis and development of recommendations. Board also determines priorities and desired timeframes for addressing topics. Committee meetings will be updated on the schedule routinely.

OWASA Board of Directors – 12 Month Board Meeting Schedule (June 19, 2020)

Abbreviations Used in Draft Schedule:

↻	Recurring agenda item (generally these are "required" items)
AV/AMI	Agua Vista/Advanced Metering Infrastructure
BOCC	Board of County Commissioners
BOD	Board of Directors
CE	Community Engagement
CEP	Community Engagement Plan
CHTC	Chapel Hill Town Council
CIP	Capital Improvements Program
COLA	Cost of Labor Adjustment
CS	Closed Session of the Board
CTC	Carrboro Town Council
CY	Calendar Year
D&I	Diversity and Inclusion
ED	Executive Director
EEO	Equal Employment Opportunity
FY	Fiscal Year
GC	General Counsel
HR	Human Resources
JLP	Jordan Lake Partnership
KPI	Key Performance Indicator
LRWSP	Long-Range Water Supply Plan
MOA	Memorandum of Agreement
MWBE	Minority/Women-owned Business Enterprises
MST	Mountains-to-Sea Trail
MFMM	Multi-Family Master Meter
NCDOT	North Carolina Department of Transportation
NRTS	Natural Resources and Technical Services
OC	Orange County
Q	Quarter
RFP	Request for Proposals
SRF	State Revolving Fund
SOW	Scope of Work
TBD	To Be Determined
WTP	Water Treatment Plant
WWTP	Wastewater Treatment Plant

Orange Water and Sewer Authority

Virtual Public Hearings and Meeting of the Board of Directors

May 28, 2020

The Board of Directors of the Orange Water and Sewer Authority (OWASA) held its duly noticed regular meeting, and public hearings during that meeting, all by virtual means in accordance with law, on Thursday, May 28, 2020, at 7:00 p.m. utilizing Microsoft Teams software.

Board Members present: Raymond (Ray) DuBose (Chair), Ruchir Vora (Vice Chair), Bruce Boehm (Secretary), Yinka Ayankoya, Jody Eimers, Robert Morgan, John N. Morris and Bruce Runberg.

OWASA staff present: Mary Darr, Monica Dodson, Jesse DuClau, Robert Epting, Esq. (Epting and Hackney), Vishnu Gangadharan, Stephanie Glasgow, Blake Hodge, Ed Kerwin, Ken Loflin, Andrea Orbich, Dan Przybyl, Kelly Satterfield, Todd Taylor, Mary Tiger, Stephen Winters and Richard Wyatt.

Others present: Meg Holton (UNC Water Resources Manager) and Ben Poulson (UNC Associate Director of Energy Services).

Motions

1. Bruce Runberg made a motion to close the Concurrent Public Hearings on the Preliminary Annual Operating and Capital Improvements Budgets and Proposed Rates, Fees and Charges for Fiscal Year 2021 that begins on July 1, 2020, subject to the rights of the public to submit comments for up to 24 hours after the public hearings, as provided by amended NC General Statutes 166A; the motion was seconded by Bruce Boehm and was unanimously approved.

2. Ruchir Vora made a motion to approve the Minutes of the April 9, 2020 Virtual Work Session of the Board of Directors, second by Bruce Boehm and was unanimously approved.

3. Ruchir Vora made a motion to approve the Minutes of the April 23, 2020 Virtual Meeting of the Board of Directors; second by Bruce Boehm, and his Motion was unanimously approved.

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Announcements

Ray DuBose announced that due to COVID-19 public health concerns, the OWASA Board of Directors held this meeting virtually utilizing Microsoft Teams software. Mr. DuBose stated that Board Members and staff were participating in the meeting remotely.

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Mr. DuBose asked if any Board Member knows of a conflict of interest or potential conflict of interest with respect to any item on the agenda tonight to disclose the same at this time; none were disclosed.

Mr. DuBose announced that on May 14, 2020, the Orange County Board of County Commissioners reappointed him to the OWASA Board of Directors for a second full term effective June 30, 2020 with an ending term date of June 30, 2023.

Mr. DuBose announced that on the May 20, 2020, the Chapel Hill Town Council approved extending Advisory Board Member Terms Ending in June 2020 and it deferred its usual spring appointments to the Fall. John Morris and Ruchi Vora's terms as OWASA Board Members are thus extended from June 30, 2020 to November 30, 2020.

Mr. DuBose announced that earlier today he and Mary Tiger attended a virtual Orange County Climate Council Meeting and key actions discussed were: a climate action reporting database to identify overlaps and gaps of climate action efforts in the County; and the formation of a Communications and Engagement Committee. In addition, the Council approved a letter it recommended be sent by local Boards and Commission to the Governor encouraging the State to provide funding needed for local government recovery.

Petitions and Requests

Ray DuBose said no petitions or requests were received from the public. Mr. DuBose asked for petitions and requests from the Board and staff; none were received.

Item One: Concurrent Public Hearings on the Preliminary Annual Operating and Capital Improvements Budget and Proposed Rates, Fees and Charges

Ray DuBose opened the concurrent Public Hearings on the Preliminary Annual Operating and Capital Improvements Budget and proposed Rates, Fees and Charges for Fiscal Year (FY) 2021 that begins July 1, 2020 through June 30, 2021.

Stephen Winters, Director of Finance and Customer Services, said OWASA is a public, non-profit agency providing water, sewer and reclaimed water services to the community. The organization's revenue comes solely from customer fees and income after paying for expenses and debt payments is reinvested in the water and sewer treatment plants and pipelines that makeup OWASA's community-owned water and sewer system.

Mr. Winters said prior to the pandemic, staff anticipated a five percent rate increase for FY 2021; and because of the impact the coronavirus has had on the community, staff reworked the budget without a rate increase. To balance the budget without a rate increase, merit and cost of labor increases for employees were eliminated, and about $5 million in Capital Improvements Program expenditures have been deferred to future years.

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Mr. Winters said the projected total revenue under the revised FY 2021 Budget is about $37 million. The proposed Budget includes expenditures of $23.2 million in operating expenses; $20.3 million in capital improvements expenditures; and $9.1 million for debt service payments.

Vishnu Gangadharan, Engineering Manager – Capital Projects, provided an update on a revised five-year CIP Budget reduced by $5.5 million by postponing projects to future years. He said the five-year CIP Budget represents about $101 million in infrastructure investments including: $23.9 million in wastewater treatment; $6.6 million in water supply; $19.2 million in water treatment; $30.5 million in water distribution; and $21.1 million in wastewater collection. Mr. Gangadharan said that the majority of CIP investment is allocated to the replacement and rehabilitation of the existing infrastructure rather than system growth or enhancements.

Mr. Winters said the projected rate increases for the next five years assumes a return to normal operating conditions at some point in FY 2021. Mr. Winters said the Board is scheduled to decide on the FY 2021 Budget and rates on June 11, 2020.

Mr. DuBose opened the concurrent Public Hearings for public comments and stated that no requests to speak or written public comments were received for tonight's meeting. Mr. DuBose said the public is invited to provide comments via written materials within 24 hours after tonight's public hearings via e-mail or U.S. Postal Service to the OWASA Board of Directors.

Bruce Runberg made a motion to close the Concurrent Public Hearings on the Preliminary Annual Operating and Capital Improvements Budgets and Proposed Rates, Fees and Charges for Fiscal Year 2021 that begins on July 1, 2020, subject to the rights of the public to submit comments for up to 24 hours after the public hearings, as provided by amended NC General Statutes 166A; the motion was seconded by Bruce Boehm and was unanimously approved. Please see Motion No. 1.

Mr. DuBose opened the discussion for Board comments or questions.

Ruchir Vora asked if there are customers other than UNC that use reclaimed water; staff noted that one other customer uses a small about of reclaimed water.

Item Two: 12 Month Board Meeting Schedule

The Board received this as an information item.

Item Three: Minutes

Ruchir Vora made a motion to approve the Minutes of the April 9, 2020 Virtual Work Session of the Board of Directors; second by Bruce Boehm and unanimously approved. Please see Motion 2.

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Item Four: Minutes

Ruchir Vora made a motion to approve the Minutes of the Virtual Meeting of the Board of Directors; second by Bruce Boehm and unanimously approved. Please see Motion 3.

Item Five: Verbal Update on OWASA's COVID-19 Preparations and Response and Discussion by the Board

Ed Kerwin, Executive Director, said on May 26, 2020, staff began implementation of Phase 2 of OWASA's Return to Normal Operations and all is going as excepted. Staff remains in close communication and coordination with local governments and area water utilities.

Todd Taylor, General Manager of Operations, said that those staff members able to telework continue to do so and that social distancing guidelines and other measures are in place to allow field crews to perform preventative maintenance and laboratory staff to operate in a limited capacity. Mr. Taylor said OWASA's lake recreation season will open at a reduced capacity with a variety of social distancing measures on May 29, 2020.

Mary Tiger, Sustainability Manager, said OWASA continues to suspend service disconnection for non-payment through July 1, 2020, or possibly longer. Ms. Tiger provided the Board with an update on the number of past due accounts. Staff will keep the Board updated on plans for customer payment plans and will continue to pursue funding for utility billing assistance with various types of funding including Care to Share and possible federal funding.

Mr. Kerwin requested the Board's support for staff to use its discretion on when to restart service disconnection which could be July 1, 2020 or later this year.

The Board supported staff's recommendation to use its discretion to restart service disconnections and to extend customer payment plans as necessary.

Item Six: Update on Website Relaunch

Mary Tiger, Sustainability Manager, and Blake Hodge, Communications Specialist, provided a presentation on the relaunch of OWASA's website on March 9, 2020. The updated website is more intuitive and incorporates refreshed branding.

Bruce Boehm suggested the website chat function provide after-hour automatic messaging to inform visitors of normal business hours; staff will follow up.

Item Seven: Executive Director's Summary of Key Staff Action Items from the Meeting

Ed Kerwin noted the following items for staff follow-up:

- Agenda items for Board's June 11, 2020 Virtual Work Session:

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  - Approval of the Schedule of Rates, Fees and Charges; Annual Budget; Five-Year Capital Improvements Program for Fiscal Year 2021
  - Update on COVID19
  - Election of Officers
  - Resolution to Authorize the Executive Director to Execute an Amendment to the Memorandum of Agreement for the Western Intake Partnership
  - Award a Construction Contract for the West Cameron Avenue Water Main Replacement – Phase 1 (Tentative)
- Agenda items for the Board's June 25, 2020 Virtual Meeting:
  - Update on COVID19

Item Eight: Closed Session

Without objection, the Board will convene in Closed Session for the purpose of discussing two confidential personnel matters, as provided in N.C. General Statutes 143.318.11(6).

The Board meeting reconvened in open session at 9:38 p.m., and the meeting was adjourned.

Respectfully submitted by:

Andrea Orbich
Executive Assistant/Clerk to the Board

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Orange Water and Sewer Authority

Virtual Closed Session of the Board of Directors

June 11, 2020

The Board of Directors of Orange Water and Sewer Authority met in a Virtual Closed Session on Thursday, June 11, 2020, following the Virtual Board Work Session.

Board Members present: Ray DuBose (Chair), Ruchir Vora (Vice Chair), Bruce Boehm (Secretary), Yinka Ayankoya, Jody Eimers, Robert Morgan, John N. Morris and Bruce Runberg.

Staff present: none.

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Item One

The Board of Directors convened in Closed Session for the purpose of discussing confidential personnel matter regarding OWASA's next Executive Director.

No official action was taken at the meeting. The Board meeting reconvened in open session at 8:35 p.m. and the meeting was adjourned.

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Raymond E. DuBose, P.E., Chair
OWASA Board of Directors

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Agenda Item:

Update on OWASA's COVID-19 Response and Discussion by the Board

Purpose:

To provide the Board of Directors and public an update on OWASA's response to COVID-19 to ensure we provide the Carrboro and Chapel Hill communities with high-quality and reliable water, wastewater, and reclaimed water services during the pandemic.

Staff will provide a verbal update on activities since June 11, 2020.

Action Needed:

Discussion and questions by the Board of Directors.

Agenda Item:

- **Fiscal Year 2020 Budget Amendment**

Background:

- Due to the impact of the COVID-19 pandemic on the local economy, customer water demand for the last four months of the fiscal year has been about 15% less than it has been in previous years. As a result, FY 2020 operating revenue is projected to be as much as $2.7 million under budget.

- Operating expenses are projected to be about $1.5 million under budget for the year.

- Capital improvements program (CIP) expenditures are projected to be about $2 million under budget.

- Staff proposes a budget amendment that transfers $1.2 million from the CIP budget to the operating budget.

Action Needed:

- Approve the attached resolution to amend the FY 2020 budget.

MEMORANDUM

TO: Board of Directors

THROUGH: Ed Kerwin

FROM: Stephen Winters, CPA

DATE: June 19, 2020

SUBJECT: Fiscal Year 2020 Budget Amendment

Background:

Due to the impact of the COVID-19 pandemic on the local economy, customer water demand for the last four months of the fiscal year has been about 15% less than it has been in previous years. As a result, FY 2020 operating revenue is projected to be as much as $2.7 million under budget. We also expect operating expenses to be under budget by about $1.5 million The total net shortfall in the operating budget is projected to be about $1.2 million.

	FY 2020 Forecast	FY 2020 Budget	Variance Over (Under) Budget
	(in thousands)		
Operating revenue	$36,006	$38,671	($2,665)
Operating expense	22,036	23,559	(1,523)
Non-operating income	1,437	1,495	(58)
Net income	15,407	16,607	(1,200)

We project that we will spend about $2 million less than budgeted on our FY 2020 capital improvements program (CIP). Therefore, we propose reallocating $1.2 million of the FY 2020 CIP budget to the operating budget.

Budget Amendment:

Staff proposes to amend the FY 2020 budget to reallocate $1.2 million from the CIP budget to the operating budget. Any amount reallocated by this budget amendment that is not spent in FY 2020 will flow back into reserves.

Except as otherwise restricted by law, the Board of Directors may amend the budget at any time after adoption in any manner as long as the budget, as amended, remains in balance (G.S. 159-15.).

Action Requested:

Approve the attached resolution to amend the FY 2020 budget.



Stephen Winters, CPA
Director of Finance and Customer Service

Attachments

Resolution Amending the Fiscal Year (FY) 2020 Annual Budget

Whereas, the Board of Directors adopted the FY 2020 Annual Budget of Orange Water and Sewer Authority; and

Whereas, North Carolina General Statute 159-15 provides the authority for the Board of Directors to amend the adopted budget; and

Whereas, staff is forecasting that operating revenue and operating expenses will be under budget for a net shortfall in the operating budget of about $1,200,000; and

Whereas, staff is projecting that capital improvements program expenditures will be about $2 million less than budgeted;

Now, Therefore, Be It Resolved:

1. That pursuant to the provisions of North Carolina G.S. 159-15, the Official Budget of Orange Water and Sewer Authority for FY 2020 is amended as set forth in Attachment A.

2. That $1,200,000 in the capital improvements program budget be transferred to the operating budget as set forth in Attachment A.

3. That the Executive Director is authorized and instructed to implement the revised budget as herein set forth.

Adopted this 25th day of June 2020.

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Raymond E. DuBose, P.E., Chair

ATTEST:

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Bruce Boehm, Secretary

ORANGE WATER AND SEWER AUTHORITY
FISCAL YEAR 2020 ANNUAL BUDGET
STATEMENT OF INCOME, EXPENSE AND DEBT SERVICE

	FY 2020 Annual Budget	Amendment	FY 2020 Amended Budget
Operating Revenue			
Water	$ 19,144,421	(1,484,425)	$ 17,659,996
Sewer	18,157,612	(1,152,517)	17,005,095
Reclaimed Water	458,820	31,091	489,911
Service Initiation Fee	153,928	(119,111)	34,817
Other	969,168	(18,245)	950,923
Refunds and Adjustments	(212,573)	77,519	(135,054)
Total Operating Revenue	38,671,376	(2,665,688)	36,005,688
Operating Expense			
General and Administrative	8,055,734	(239,911)	7,815,823
Operations	15,503,228	(1,283,312)	14,219,916
Total Operating Expense	23,558,962	(1,523,223)	22,035,739
Net Operating Income	15,112,414	(1,142,465)	13,969,949
Non-operating Revenue			
Customer Fees	1,448,887	(77,664)	1,371,223
Interest	46,403	20,129	66,532
Total Net Income	16,607,704	(1,200,000)	15,407,704
Debt Service			
Existing	6,735,246		6,735,246
New	1,312,016		1,312,016
Total Debt Service	8,047,262		8,047,262
Net Income Less Debt Service	8,560,442	(1,200,000)	7,360,442
General Fund			
Resources			
Transfer From Revenue	8,560,442	(1,200,000)	7,360,442
Transfer from Construction Fund (loan proceeds)	20,000,000		20,000,000
Grants and Contributions	0		0
Annual Income Available for Capital	28,560,442	(1,200,000)	27,360,442
Capital Expenditures			
Project Ordinances			
General Fund Contribution	6,423,000	(1,200,000)	5,223,000
Funded by Bond Proceeds	20,000,000		20,000,000
Total Project Resolutions	26,423,000	(1,200,000)	25,223,000
Capital Equipment	989,700		989,700
Total Capital Outlay	27,412,700	(1,200,000)	26,212,700
Annual General Fund Balance	1,147,742	0	1,147,742
General Fund Beginning Balance	17,284,220		17,284,220
General Fund Ending Balance	18,431,962	0	18,431,962
Project Funding	(1,453,940)		(1,453,940)
Reserves	19,885,902		19,885,902
Unallocated General Fund Balance	-	-	-

Agenda Item:

- Resolution Appointing Todd Taylor to Succeed Ed Kerwin as Executive Director

Purpose:

- To appoint Todd Taylor as Orange Water and Sewer Authority's as Executive Director effective July 6, 2020.

Action:

- Approve the Resolution Appointing Todd Taylor to Succeed Ed Kerwin as Executive Director.

Resolution Appointing Todd Taylor to Succeed Ed Kerwin as Executive Director

Whereas, the Board of Directors of Orange Water and Sewer Authority has received notice of Executive Director Ed Kerwin's intention to retire, and with gratitude for his diligent service to OWASA, has completed an extensive recruiting process to identify suitable candidates to replace him; and

Whereas, as a result of those efforts the Board of Directors has determined to offer to employ Todd Taylor as the next Executive Director, upon terms and conditions contained in that Employment Letter Agreement dated June 12, 2020 and Todd Taylor has agreed and accepted their offer;

Now, Therefore, be it Resolved by the OWASA Board of Directors that:

1. That Todd Taylor be and is hereby appointed and employed to serve as Executive Director of Orange Water and Sewer Authority, with his term to commence on July 6, 2020.

2. The Chair of the Board of Directors is hereby authorized to execute such further documentation of this employment as may be necessary or appropriate, as approved by General Counsel.

This the 25th day of June, 2020.

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Raymond E. DuBose, P.E., Chair

ATTEST:

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Bruce Boehm, Secretary