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, August 27, 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 software. Board Members, General Counsel and staff will be participating in the meeting remotely.

The Board of Directors appreciates and invites the public to attend and observe its virtual meetings online. Public comment is invited via written materials, ideally submitted at least two days in advance of the meeting to the Board of Directors by sending an email to board_and_leadership@owasa.org or via US Postal Service (Clerk to the Board, 400 Jones Ferry Road, Carrboro, NC 27510). Public comments are also invited during the Board Meeting via telephone, and members of the public will need to be available to call-in during the meeting. Please contact the Clerk to the Board at aorbich@owasa.org or 919-537-4217 to make arrangements by 3:00 p.m. the day of the meeting.

Public speakers are encouraged to organize their remarks for delivery within a four-minute time frame allowed each speaker, unless otherwise determined by the Board of Directors. The Board may take action on any item on the agenda.

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 August 20, 2020 Orange County Climate Council Committee

b. Announcements by Board Members
   - Update on the August 26, 2020 Human Resources Committee Meeting (Jody Eimers)
   - Thursday, September 17, 2020, 8:00 a.m., the Chapel Hill Town Council OWASA Committee and Chapel Hill Appointees to the OWASA Board will Meet Remotely to Discuss Items of Mutual Interest (Ruchir Vora)

c. Announcements by Staff

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

Petitions and Requests

1. Public
2. Board
3. Staff

Consent Agenda

Information and Reports

1. 12 Month Board Meeting Schedule (Todd Taylor)

Action

2. Minutes of the August 13, 2020 Virtual Closed Session of the Board of Directors Session for the Purpose of Discussing a Confidential Personnel Matter (Jody Eimers)

Regular Agenda

Information and Reports

3. Update on OWASA's COVID-19 Information and Discussion by the Board (Todd Taylor)
4. Preliminary Financial Report for the Twelve-Month Period Ended June 30, 2020 (Stephen Winters)
5. Capital Improvements Program Semiannual Report (Vishnu Gangadharan)

Summary of Board Meeting Action Items

6. 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

Closed Session

7. The Board of Directors will Meet in Closed Session for the Purpose of Discussing Two Personnel Matters, as provided in N.C. General Statutes 143.318.11(6) (Jody Eimers)

OWASA Board of Directors – 12 Month Board Meeting Schedule (August 21, 2021)

Month	Board Meetings		Committee Meetings & Other Board Items
	Work Session	**Business Meeting**	
August 2020	Resolution Designating OWASA's Primary and Secondary Agents and Authorizing Them to Execute and File Applications for FEMA or State Assistance and Represent the Organization in All Dealings with FEMA and the NCDEM COVID-19 Update **Discuss LRWSP Supply & Demand Management Alternatives** Onboarding Program Update for New ED CS – Prepare for GC Annual Review (Virtual Meeting) ↻ 8/13/2020	COVID-19 Update Preliminary 12 Month Financial Report ↻ CIP Semiannual Report ↻ CS – GC Annual Review ↻ CS – ED Performance Review/Feedback (w/o ED) (Virtual Meeting) 8/27/2020	*HR Committee Meeting (8-26-2020)*
September 2020	EEO/Affirmative Action Report and D&I Update ↻ Annual Report on Disposal of Surplus Personal Property ↻ Consideration of Juneteenth Paid Holiday Discuss Work Plan for New ED CS – ED Performance Review/Feedback (w/ ED) (Virtual Meeting) 9/10/2020	Annual Report and Financial Audit ↻ **Forest Management Update** (Tentative) Discuss Process to Update the Strategic Plan Update on the Water Main Prioritization Model Approve General Counsel Engagement ↻ (Annual Meeting of the BOD) 9/24/2020	*Meeting between the CHTC OWASA Committee & Chapel Hill Appointees to the BOD (9-17-2020)*
October 2020	**Strategic Trends Report** ↻ Award the WWTP Fermenter Improvements Construction Contract 10/8/2020	Q1 Financial Report ↻ Reliability and Resiliency Improvements Update (Tentative) Sewer Use Ordinance and Service Lateral Policy Updates to Align with House Bill 873 10/22/2020	
November 2020	**Annual Update of the Energy Management Plan** ↻ (Tentative) Response to Petition to Modify WSMPBA Boundary 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 ↻ Employee Health and Dental Insurance Update for FY 22 ↻ Affordability Outreach Program Update ↻ D&I Update ↻ 1/14/2021	Annual Lakes Recreation Report ↻ CIP Semiannual Report ↻ Q2 Financial Report ↻ Discuss FY 22 Budget Calendar, Planning Assumptions, and New Budget Format ↻ 1/28/2021	
February 2021	Department Managers FY 22 Budget Presentations CS – Prepare for GC Interim Review ↻ 2/11/2021	CS – GC Interim Review ↻ 2/25/2021	
March 2021	FY 22 Draft Budget and Rates ↻ 3/11/2021	Set date for Public Hearings – FY 22 Budget & Rates ↻ 3/25/2021	
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 ↻ FY22 Draft Budget and Rates Adjustment Information and Authorize Staff to Publish Proposed Rates ↻ 4/22/2021	

OWASA Board of Directors – 12 Month Board Meeting Schedule (August 21, 2021)

Month	Board Meetings		Committee Meetings & Other Board Items
	Work Session	Business Meeting	
May 2021	Approve Employee Health and Dental Insurance Renewals (↻) 5/13/2021	Public Hearings – FY 22 Budget and Rates (↻) 5/27/2021	
June 2021	Approve FY 22 Budget and Rates (↻) Election of Officers (↻) 6/10/2021	TBD 6/24/2021	
July 2021	D&I Update (↻) 7/8/2021	TBD 7/22/2021	

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.

Abbreviations Used in Draft Schedule:

(↻)	Recurring agenda item (generally these are "required" items)	CE	Community Engagement
AV/AMI	Agua Vista/Advanced Metering Infrastructure	CEP	Community Engagement Plan
BOCC	Board of County Commissioners	CHTC	Chapel Hill Town Council
BOD	Board of Directors	CIP	Capital Improvements Program
		COLA	Cost of Labor Adjustment

OWASA Board of Directors – 12 Month Board Meeting Schedule (August 21, 2021)

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
EPA	Environmental Protection Agency
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

Closed Session of the Board of Directors

August 13, 2020

The Board of Directors of Orange Water and Sewer Authority met virtually in Closed Session on Thursday, August 13, 2020, following the Board meeting.

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

Staff present: none.

****

Item One

The Board of Directors met in Closed Session without staff to evaluate General Counsel's annual performance review.

No official action was taken at the meeting.

The meeting was adjourned at 8:46 p.m.

_____

Jo Leslie Eimers, Chair
Human Resources Committee

DRAFT

Agenda Item

Update on OWASA's COVID-19 Information 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 continue to 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 August 13, 2020.

Action Needed

Discussion and questions by the Board of Directors.

August 27, 2020

Agenda Item

- Preliminary Financial Report for the Twelve-Month Period Ended June 30, 2020

Purpose

- To inform the Board of Directors of OWASA's financial performance and fiscal position.

Background

- The preliminary financial report consists of a Statement of Net Position, an Income Statement that includes a budget to actual comparison, graphical presentations of financial performance indicators and a Financial Management Policy Report Card. The report is considered preliminary until the annual audit of our financial statements is complete.

- Highlights of the report include:

    - All but one of our financial performance targets were met.

    - Operating Revenue for the period was about $300,000 greater than the budget as amended by the Board on June 25, 2020.

    - Operating Expenses were about $776,000 greater than the amended budget.

    - Net Income less Debt Service was about $425,000 greater than the amended budget. OWASA is a nonprofit entity. Net Income less Debt Service is used to fund investments in capital improvement projects and reserves.

    - Capital Improvements Program expenditures for the twelve-month period were approximately $25.6 million or 97% of the original budget and about $348,000 greater than the amended budget.

Action Needed

- Receive and discuss the preliminary financial report for the twelve-month period ended June 30, 2020.

August 27, 2020

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.

MEMORANDUM

To:	Board of Directors
Through:	Todd Taylor, P.E.
From:	Stephen Winters, CPA
Date:	August 21, 2020
Subject:	Preliminary Financial Report for the twelve-month period ended June 30, 2020

Purpose

The preliminary financial report for the twelve-month period ended June 30, 2020 is presented to inform the Board of Directors of OWASA's financial position and financial performance in relation to budget. The report is considered preliminary until the annual audit of our financial statements is complete; the audited financial report is scheduled to be presented to the Board on September 24, 2020.

Contents

- Statement of Net Position
- Income Statement
- Graphs of Key Performance Indicators
- Financial Management Policy Report Card

Fiscal Performance

- In March 2020, the COVID-19 pandemic began impacting our service area. Students at the University of North Carolina were sent home and many businesses were closed or significantly scaled back their operations. For the period from March 16 through June 30, 2020, water volume demand was down about 12% as compared to the same period in 2019. This resulted in lower revenue for the year and less cash reserves at year-end.
- As shown on page 10 of the report, all but one of our financial performance measurement targets were met for the period. At year-end, our working capital reserve fund was about $1.4 million less than our target of $13.6 million.
- On June 25, 2020, the Board of Directors approved a budget amendment to cover the anticipated shortfall in operating revenue. The $1.2 million that was transferred from the CIP budget successfully balanced the operating budget. CIP expenditures exceeded the amended budget by $348,000; for financial reporting purposes, we are not over the CIP budget and our independent auditors have confirmed that no further budget amendment is necessary.
- The preliminary financial report compares actual results with the amended budget. The following table shows a condensed comparison of actual results with both the amended and original budgets.

Fiscal Year 2020					
	Actual	**Amended Budget**	**Variance from Amended Budget**	**Original Budget**	**Variance from Original Budget**
(in thousands)					
Total Income	$37,800	$37,443	$357	$40,167	($2,367)
Operating Expense:					
General and Administrative	7,872	7,779	(93)	8,019	147
Water Supply and Treatment	5,002	4,799	(203)	5,481	478
Water Distribution	3,400	3,241	(159)	3,293	(106)
Wastewater Treatment	5,217	4,954	(263)	5,304	87
Wastewater Collection	1,311	1,262	(49)	1,462	151
Total Operating Expense	22,802	22,035	(767)	23,559	757
Net Income	14,998	15,408	(410)	16,608	(1,610)
Debt Service	7,213	8,047	834	8,047	834
Net Income after Debt Service	7,785	7,361	424	8,561	(776)

The following explains the variances between actual results and the original budget:

- Average drinking water sales for the period was 5.87 million gallons per day (MGD), 6.17 was projected. Combined drinking and reclaimed water sales for the period averaged 6.69 MGD versus a projection of 6.95.
- Total income was about $2.4 million less than the original budget. Water and sewer sales were under budget by about $2.3 million.
- Total operating expenses for the period were about $757,000 less than the original budget.
    - General and administrative expenses were under the original budget by about $147,000 primarily due to spending less on consulting fees.
    - The Water Supply and Treatment department expenses were under the original budget by about $478,000. The two largest variances were chemicals and maintenance expense, under budget by about $285,000 and $140,000, respectively.
        - The price of caustic soda has been less than we expected it to be. (Caustic soda is used to adjust pH levels which helps soften water and inhibit corrosion.)
        - We have used less sodium permanganate than anticipated. (Sodium permanganate is used to help mitigate taste and odor issues and reduce total organic carbon (TOC) in drinking water.)
        - Maintenance expense was under budget because several projects were deferred.
    - Water distribution expenses were over the original budget by about $106,000. We have spent more in repairing water main breaks and meters than we budgeted.
    - Wastewater treatment expenses were under the original budget by about $87,000. Maintenance expense accounted for most of the variance and was due to the deferral of projects.
    - Wastewater collection expenses were less than the original budget by about $151,000. Most of the variance was due to deferring the application of root control chemicals during the pandemic.

- Net Income less Debt Service for the period was approximately $776,000 less than original budget. OWASA is a nonprofit entity. Net Income less Debt Service is used to fund investments in capital improvement projects and reserves.

- **Capital Improvements Program (CIP) Summary**

  During FY 2020, approximately $25.6 million (97% of the original CIP budget) was invested in 68 capital projects to rehabilitate, replace or improve various components of OWASA's water and wastewater infrastructure, most notably:

  - equipment used to thicken or concentrate the solids produced in various parts of the Wastewater Treatment Plant (WWTP) process;
  - the emergency repair of the Rogerson Drive wastewater force main;
  - pumps and electrical equipment at the University Lake Reservoir;
  - sedimentation basins at the Water Treatment Plant (WTP);
  - a solids dewatering press at the WTP;
  - the plant headworks structure at the WWTP;
  - an intermediate pump station at the WWTP;
  - water mains along Manning Drive, Country Club Road, Barclay Road, Fordham Boulevard Service Road;
  - water and sewer mains along Dobbins Drive;
  - electrical, HVAC, and controls at Rogerson Drive Pump Station, our largest wastewater pump station; and
  - pipes and manholes throughout the wastewater collection system.

  Other projects of note include two important master planning studies substantially completed during the reporting period: a capacity study for the wastewater collection system and an update to the water distribution system prioritization model. The Board will receive an informational report on the latter study at the September 24, 2020 Board meeting. Findings and recommendations from both studies informed the five-year CIP budget (FY 2021 to FY 2025) approved in June.

  In addition to the planning and construction activity, FY 2020 saw the completion of design, bidding, and award of construction contract for several major projects including the WTP Finished Water Pumping Improvements, WTP Chemical Facilities Improvements, and Jones Ferry Road Finished Water Mains Resiliency Improvements.

  The COVID-19 pandemic impacted the program in several ways, as CIP staff shifted primarily to a remote-work operation in March; construction projects were temporarily suspended or modified to protect the health and safety of workers, staff, and public; guidelines were established for the resumption of construction work; and contractors revised schedules as a result of impacts to their staff, equipment delivery, etc. The onset of the pandemic response in March coincided with a period of reduced CIP construction activity; however, construction activity is planned to increase in the first two quarters of FY 2021. The most significant impacts of COVID-19 on the program are the postponements of future CIP projects effected during budget deliberations.

Action Requested

Receive and discuss the preliminary financial report.



Stephen Winters, CPA
Director of Finance and Customer Service

Attachment

Orange Water and Sewer Authority

Preliminary Financial Report
For the Twelve-Month Period Ended
June 30, 2020

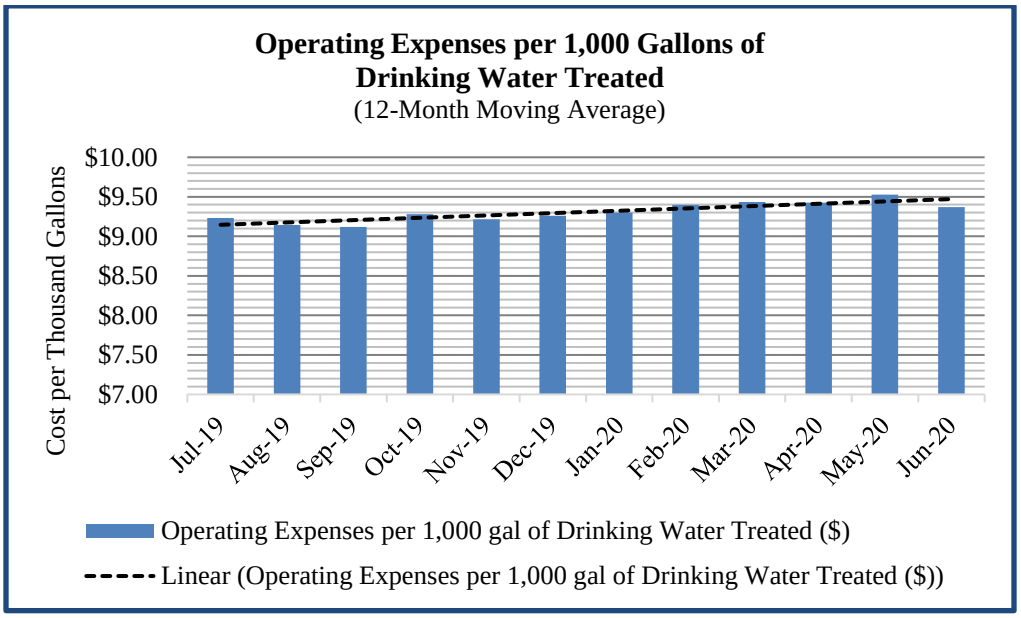
Orange Water and Sewer Authority
Statement of Net Position
June 30, 2020
(unaudited)

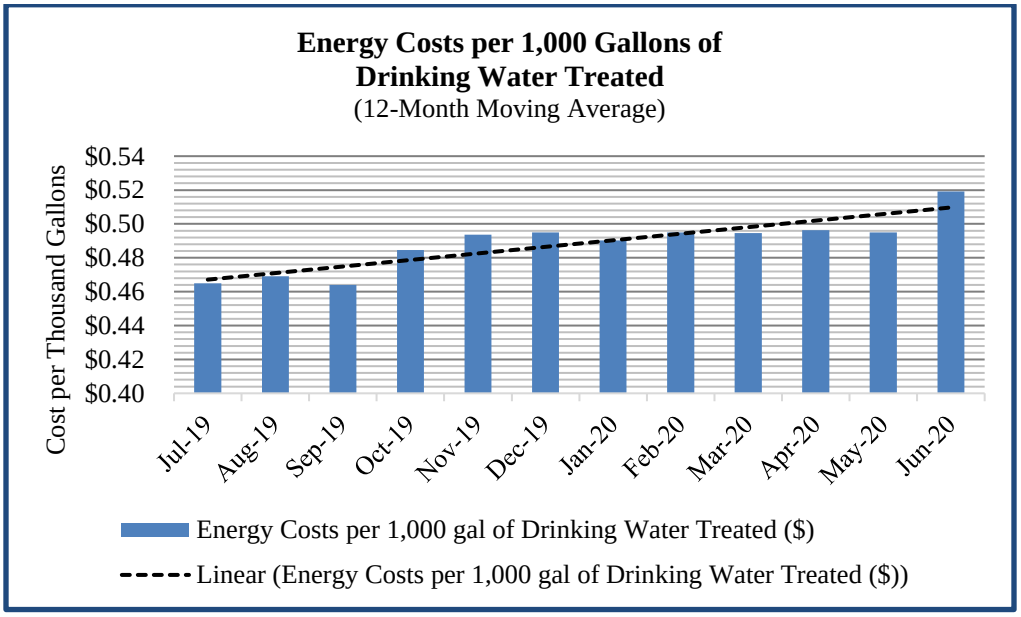
Assets	
Current Assets	
Cash	$18,432,781
Receivables	4,692,351
Inventory	1,334,873
Prepaid expenses	223,725
Restricted cash	5,067,448
Total Current Assets	29,751,178
Noncurrent Assets	
Capital assets (net of depreciation)	291,081,738
Other noncurrent assets	51,607,381
Total Noncurrent Assets	342,689,119
Total Assets	$372,440,297
Liabilities and Net Position	
Current Liabilities	
Accounts payable and accrued expenses	$5,945,895
Unearned income	206,328
Customer deposits	1,257,090
Total Current Liabilities	7,409,313
Noncurrent Liabilities	
Bonds payable	74,245,502
Other noncurrent liabilities	14,626,203
Total Noncurrent Liabilities	88,871,705
Net Position	
Contributed capital	124,133,384
Net position at the beginning of the year	150,229,061
Year-to-date accrual basis net income	1,796,834
Total Liabilities and Net Position	$372,440,297
Net income reconciliation:	
Accrual basis net income	$1,796,834
Depreciation, interest, other post-employment benefits expenses	13,201,438
Modified accrual basis net income	$14,998,272

Orange Water and Sewer Authority
Income Statement
For the Twelve-Month Period Ended June 30, 2020
(unaudited)

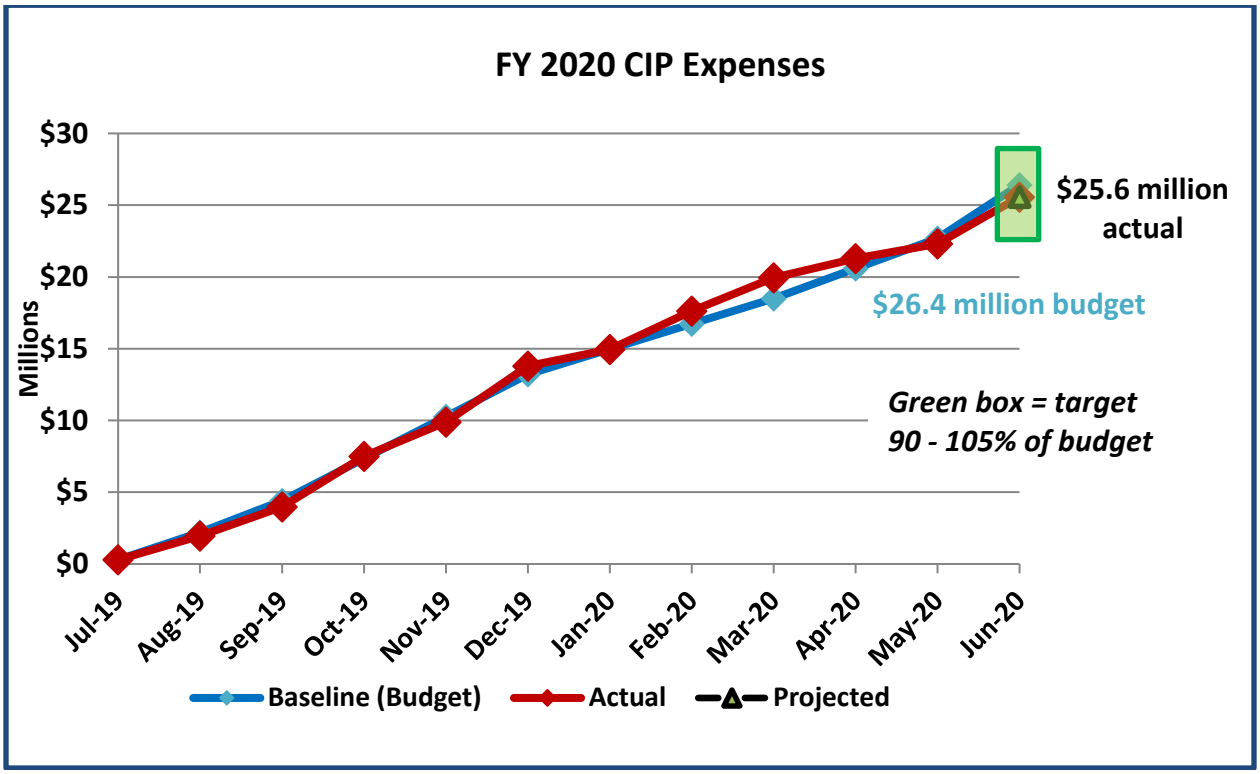
	Actual through June 30, 2020	Amended Budget through June 30, 2020	Variance (effect on net change in Fund Balance)	Percent Variance
Operating Revenue				
Water	$17,893,982	$17,659,996	$233,986	1.3%
Sewer	17,075,102	17,005,095	70,007	0.4
Reclaimed Water	480,548	489,911	(9,363)	(1.9)
Service Initiation Fees	24,680	34,817	(10,137)	(29.1)
Other	958,380	950,922	7,458	0.8
Refunds and Allowances	(126,499)	(135,054)	8,555	6.3
Total Operating Revenue	36,306,193	36,005,687	300,506	0.8
Non-Operating Income (Expense)				
System Development Fees	1,393,871	1,371,223	22,648	1.7
Interest and Other Non-Operating Income	100,151	66,532	33,619	50.5
Total Non-Operating Income	1,494,022	1,437,755	56,267	3.9
Total Income	37,800,215	37,443,442	356,773	1.0
Operating Expense				
General and Administrative	7,872,083	7,779,142	(92,941)	(1.2)
Water Supply and Treatment	5,002,430	4,799,255	(203,175)	(4.2)
Water Distribution	3,399,743	3,241,324	(158,419)	(4.9)
Wastewater Treatment	5,216,905	4,954,434	(262,471)	(5.3)
Wastewater Collection	1,310,782	1,261,584	(49,198)	(3.9)
Total Operating Expense	22,801,943	22,035,739	(776,204)	(3.5)
Net Income (modified accrual)	14,998,272	15,407,703	(409,431)	(2.7)
Debt Service	7,213,125	8,047,262	834,137	10.4
Net Income less Debt Service	7,785,147	7,360,441	424,706	5.8
CIP Expenditures	25,571,000	25,223,000	(348,000)	(1.4)
Capital Equipment Expenditures	473,960	989,700	515,740	52.1
Net Change in Fund Balance	($18,259,813)	($18,852,259)	$592,445	

Orange Water and Sewer Authority
Select Financial Data
For the Twelve-Month Period Ended June 30, 2020





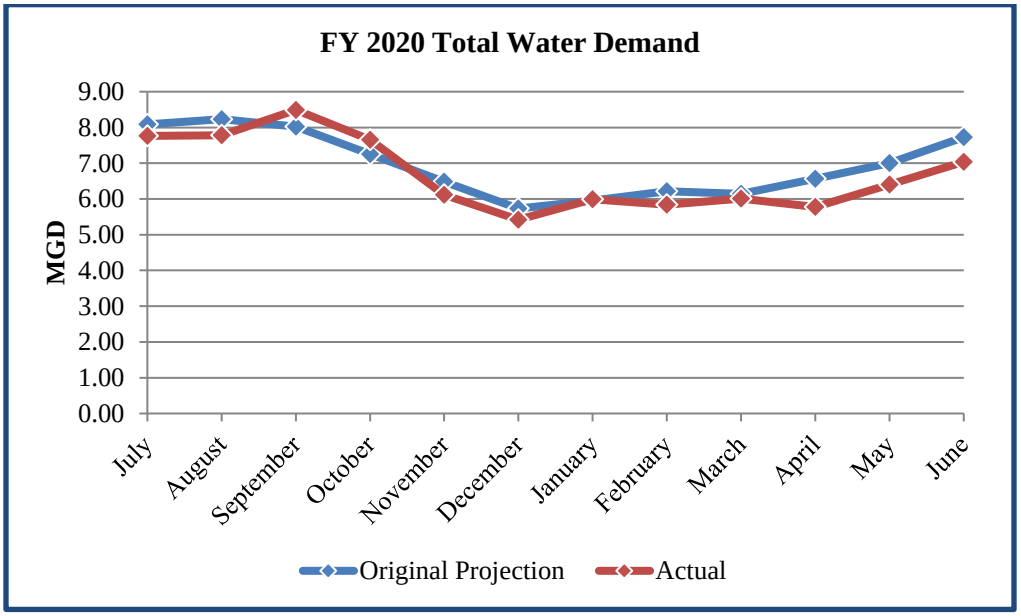
Orange Water and Sewer Authority
Select Financial Data
For the Twelve-Month Period Ended June 30, 2020



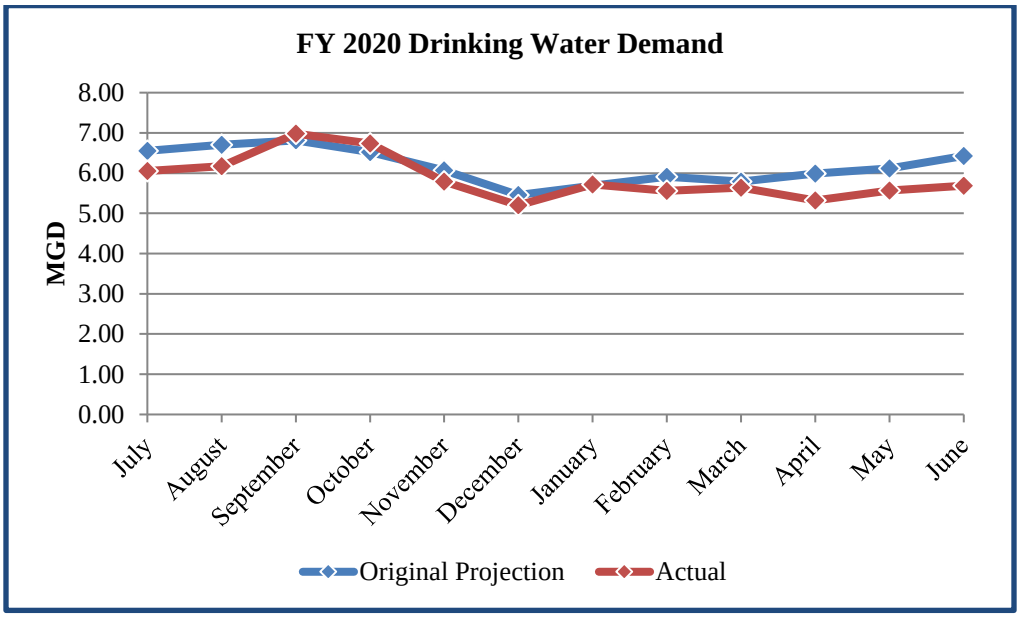
Orange Water and Sewer Authority
Select Financial Data
For the Twelve-Month Period Ended June 30, 2020

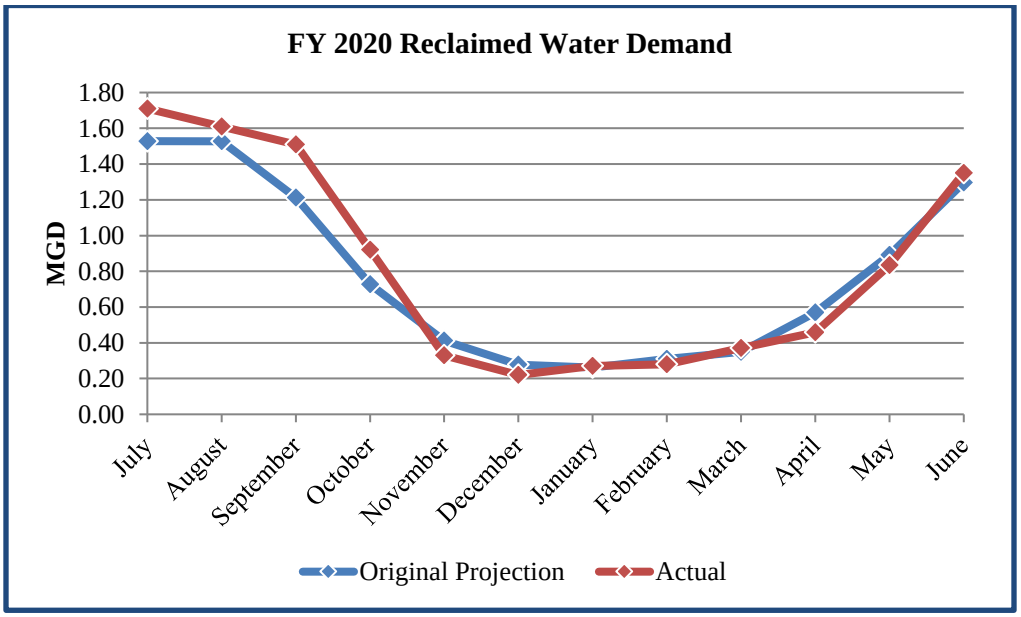
FY 2020 Water Sales Projection (Average Day)

	Original Projections		Actual Water Sales		Revised Projections	
	DW	RCW	DW	RCW	DW	RCW
July	6.55	1.53	6.05	1.71	6.05	1.71
August	6.70	1.53	6.17	1.61	6.17	1.61
September	6.81	1.21	6.98	1.51	6.98	1.51
October	6.52	0.73	6.74	0.92	6.74	0.92
November	6.07	0.41	5.79	0.33	5.79	0.33
December	5.46	0.28	5.20	0.22	5.20	0.22
January	5.69	0.26	5.72	0.27	5.72	0.27
February	5.91	0.31	5.56	0.28	5.56	0.28
March	5.79	0.35	5.64	0.37	5.64	0.37
April	5.99	0.57	5.32	0.46	5.32	0.46
May	6.11	0.89	5.57	0.84	5.57	0.84
June	6.43	1.30	5.69	1.35	5.69	1.35
Average	6.17	0.78	5.87	0.82	5.87	0.82

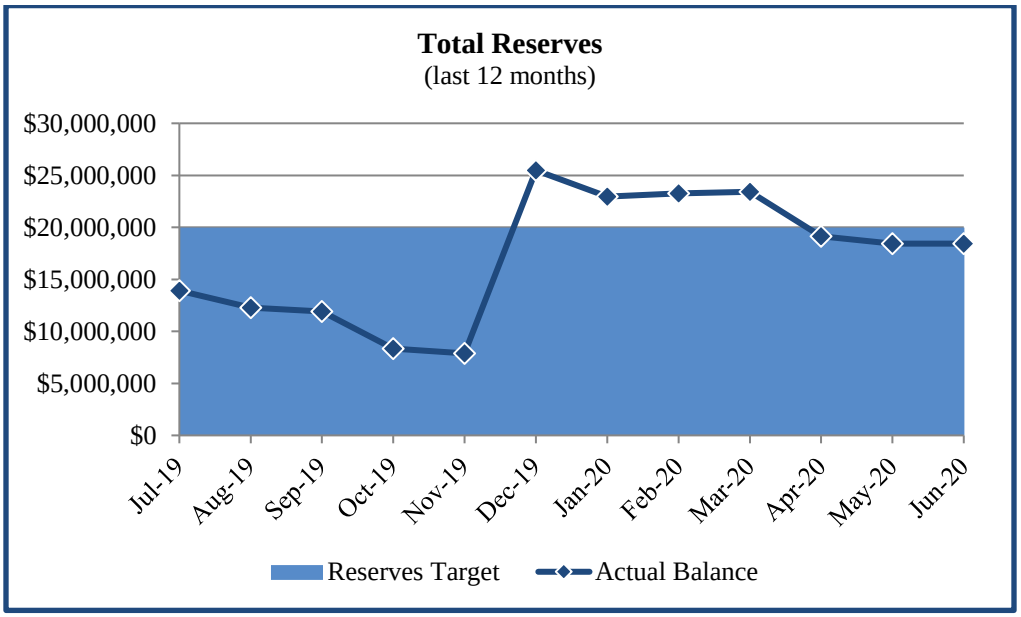


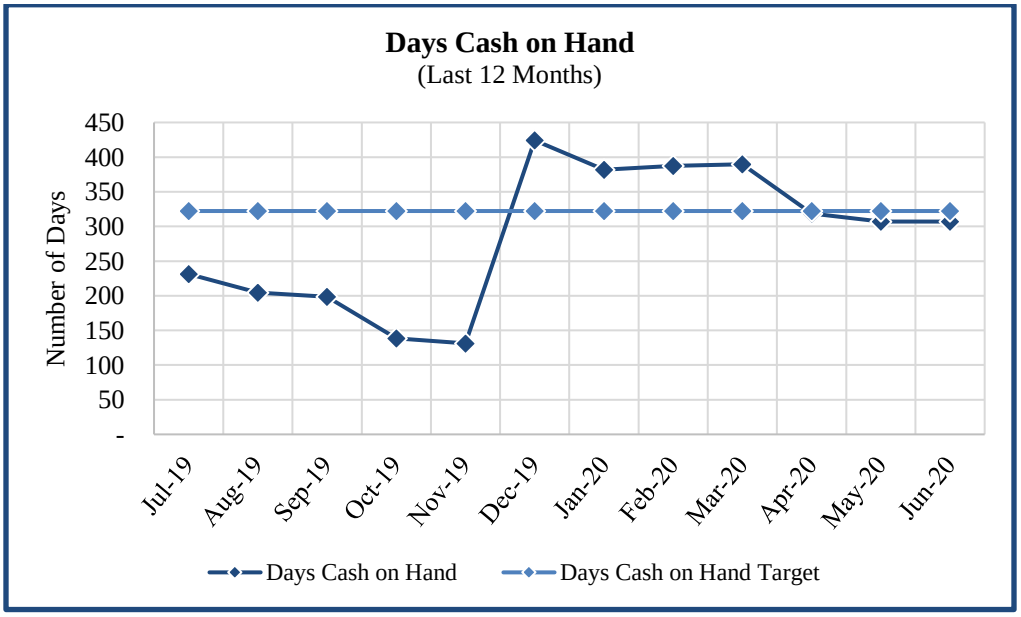
Orange Water and Sewer Authority
Select Financial Data
For the Twelve-Month Period Ended June 30, 2020



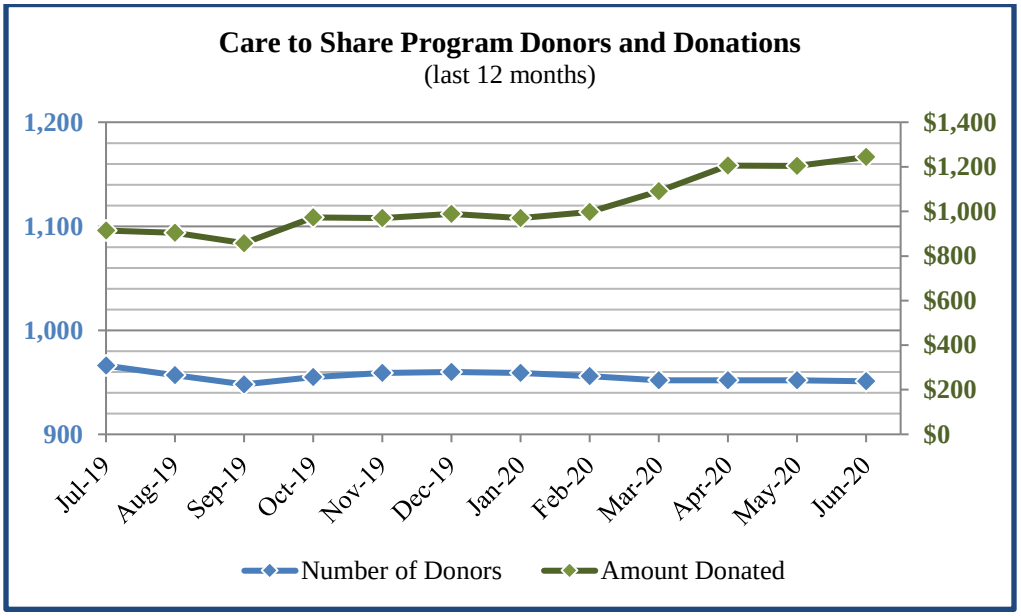


Orange Water and Sewer Authority
Select Financial Data
For the Twelve-Month Period Ended June 30, 2020





Orange Water and Sewer Authority
Select Financial Data
For the Twelve-Month Period Ended June 30, 2020



Orange Water and Sewer Authority
Financial Management Policy Report Card
For the Twelve-Month Period Ended June 30, 2020

Measurement	Objective	FY19 Results	FY20 Goal	FY20 Results
Working Capital Reserves	Greater of four months Operating Expenses or 20% of succeeding three years CIP	$11.5M	$13.6M	$12.1M
Capital Improvements Reserve	2% of Net Capital Assets (Funding $400,000 per year until reach goal of approximately $6M)	$4.0M	$4.4M	$4.4M
Rate/Revenue Stabilization Reserve	5% of annual Water and Sewer Revenue	$1.8M	$1.9M	$1.9M
Debt Burden to Asset Value	Total Debt not more than 50% of Total Assets	24%	≤ 50%	26%
Sufficiency of Revenues above Debt Requirements	Annual Debt Service no more than 35% of Gross Revenue	19%	≤ 35%	19%
Cash Financing of Capital[1]	Annual revenues and reserves provide at least 30% of CIP funding	49%	≥ 30%	32%
Debt Service Coverage Ratio	Annual Net Income not less than two times Annual Debt Service	2.1	2.0	2.1
Service Affordability Ratio[2]	Average annual OWASA bill not more than 1.5% of area median household income	1.38%	1.5%	1.31%

M = million

i

[1] Cash Financing of Capital based on 5-Year CIP Budget and potential borrowing during the same period.

[2] FY 2020 Calculation based on median household income of $69,308 (per U.S. Census Bureau's 5-year American Community Survey estimates MHI in 2020 dollars) and average monthly household water use of 4,000 gallons.

Agenda Item

- Capital Improvements Program (CIP) Semiannual Report

Purpose

- To summarize project and program performance for OWASA's Capital Improvements Program (CIP) for Fiscal Year (FY) 2020

Background

- The report details overall CIP performance during the reporting period, provides status updates for projects active during the reporting period, and information on Minority and Women Business Enterprise (MWBE) participation and outreach measures.

- Highlights of the report include:

    - Approximately $25.6 million was invested in a total of 68 capital projects active during the reporting period. The expenditure total is 97% of the planned FY 2020 CIP budget (Board-adopted target is to execute between 90% to 105% of budget).

    - The COVID-19 pandemic had some impacts on construction progress and other aspects of the CIP program, but the main impacts will be realized in the postponement of future work as effected during budget deliberations.

    - MWBE participation is slightly increased from the averages reported at the December 12, 2019 Board work session and includes 30% MWBE participation on formal and informal contracts, with 57% of the awarded contracts meeting the 10% participation goal.

    - Staff has implemented the MWBE outreach efforts categorized as "Group 1" initiatives in the December 12, 2019 report on MWBE participation. Some of the "Group 2" items from the same report have been implemented, but the low procurement activity in the third and fourth quarter provided few opportunities for meaningful assessment or revisions to the MWBE measures.

Action Needed

- Receive and discuss the report.

To: Board of Directors

Through: Todd Taylor

From: Vishnu Gangadharan, P.E., PMP

Date: August 20, 2020

Subject: **Capital Improvements Program (CIP) Semiannual Report**

Purpose

This semiannual report summarizes project and program performance for OWASA's Capital Improvements Program (CIP) for Fiscal Year (FY) 2020.

Discussion

Program Summary

During FY 2020, approximately $25.6 million (97% of the planned CIP budget) was invested in 68 capital projects to rehabilitate, replace or improve various components of OWASA's water and wastewater infrastructure, most notably:

- equipment used to thicken or concentrate the solids produced in various parts of the Wastewater Treatment Plant (WWTP) process;
- the emergency repair of the Rogerson Drive wastewater force main;
- pumps and electrical equipment at the University Lake Reservoir;
- sedimentation basins at the Water Treatment Plant (WTP);
- a solids dewatering press at the WTP;
- the plant headworks structure at the WWTP;
- an intermediate pump station at the WWTP;
- water mains along Manning Drive, Country Club Road, Barclay Road, Fordham Boulevard Service Road;
- water and sewer mains along Dobbins Drive;
- electrical, HVAC, and controls at Rogerson Drive Pump Station, our largest wastewater pump station; and
- pipes and manholes throughout the wastewater collection system.

Other projects of note include two important master planning studies substantially completed during the reporting period: a capacity study for the wastewater collection system and an update to the water distribution system prioritization model. The Board will receive an informational

report on the latter study at the September 24, 2020 Board meeting. Findings and recommendations from both studies informed the five-year CIP budget (FY 2021 to FY 2025) approved in June.

In addition to the planning and construction activity, FY 2020 saw the completion of design, bidding, and award of construction contract for several major projects including the WTP Finished Water Pumping Improvements, WTP Chemical Facilities Improvements, and Jones Ferry Road Finished Water Mains Resiliency Improvements.

The COVID-19 pandemic impacted the program in several ways, as CIP staff shifted primarily to a remote-work operation in March; construction projects were temporarily suspended or modified to protect the health and safety of workers, staff, and public; guidelines were established for the resumption of construction work; and contractors revised schedules as a result of impacts to their staff, equipment delivery, etc. The onset of the pandemic response in March coincided with a period of reduced CIP construction activity; however, construction activity is planned to increase in the first two quarters of FY 2021. The most significant impacts of COVID-19 on the program are the postponements of future CIP projects effected during budget deliberations.

Figure 1 shows the actual FY 2020 CIP expenses against the monthly baseline projection, as well as the expenditure target of 90% to 105% of budgeted funds.

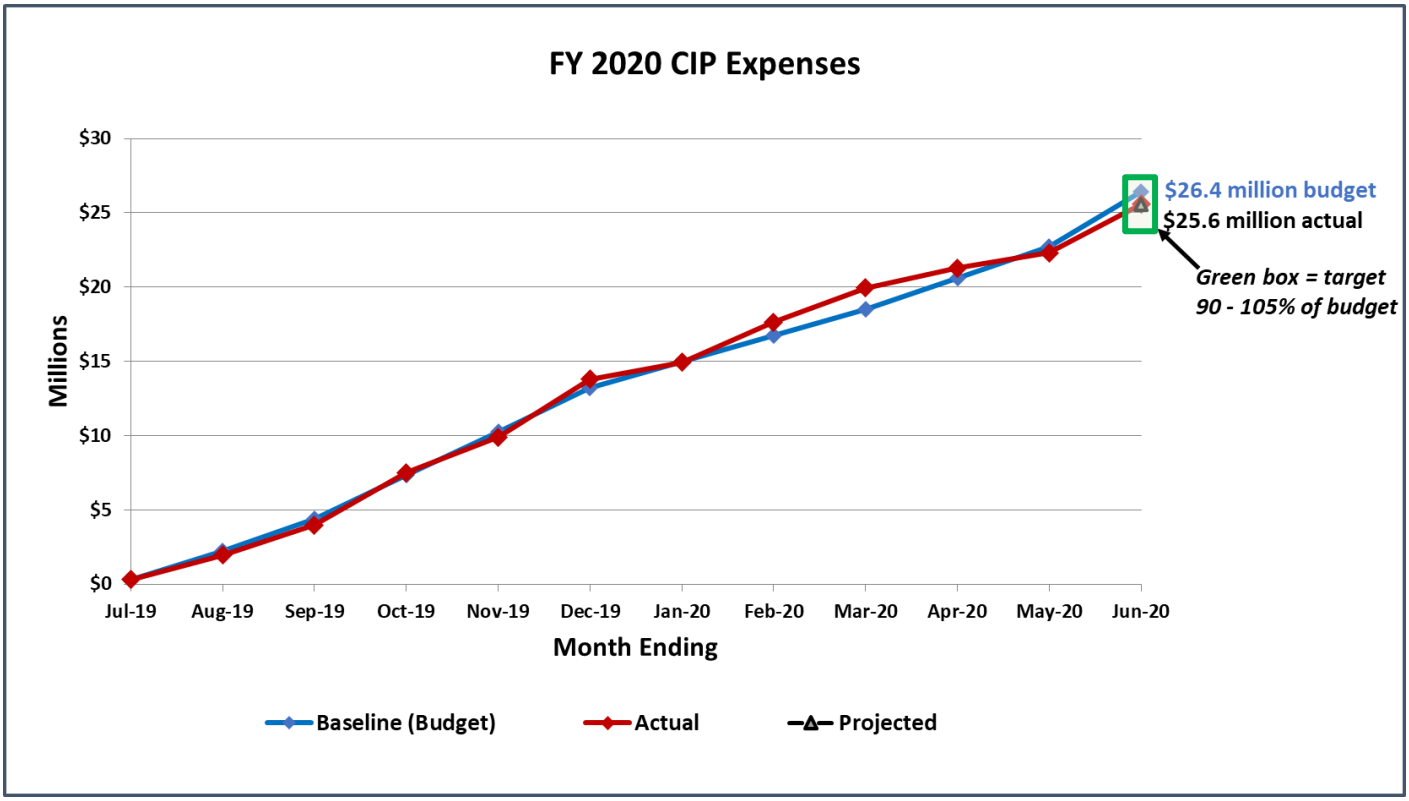


Figure 1 – FY 2020 CIP Expenses

The FY 2020 expenditures of $25.6 million are 97% of (or about $850,000 less than) the budgeted funds, primarily due to schedule related changes. This expenditure-to-budget

percentage falls within the Board-adopted target of executing between 90 to 105% of the CIP budget. The reasons behind the variance to budget can be broadly summarized as:

- An increase of $2.6 million due to cost/pricing changes, the majority of which is attributable to the difference in the actual vs. budgeted costs for the emergency repair of the Rogerson Drive force main as reported to the Board at the October 12, 2019 work session and reported in the January 2020 CIP Semiannual Report.
- A $3.7 million decrease in spending due to timing (schedule-based) changes that resulted in planned FY 2020 work being done instead in either FY 2019 or delayed to FY 2021. Most of the schedule-based changes are reflective of the latter situation.
- Project scope changes account for an increase of approximately $300,000 in spending.

Table 1 (attached) contains summaries of project performance for all active projects during this reporting period. The projects in the table are arranged according to the primary reason for the fiscal year cost variance (price, schedule, or scope), or included in a fourth category for projects which have no project FY 2020 cost variance or are in preliminary stages for which baseline budget and schedule have not yet been established. Project schedules which have been re-baselined primarily due to the COVID-19 pandemic, whether from an impact on active construction schedule or postponed during budget considerations, are highlighted in yellow.

Minority and Women Business Enterprise (MWBE) Participation

OWASA's goal for minority participation in public building construction projects (vertical buildings & other structures over $300,000) is 10%. Historical averages for the CIP program reported in Table 2 are slightly increased from what was reported at the December 12, 2019 Board work session and include 30% MWBE participation on formal and informal contracts, with 57% of the awarded contracts meeting the 10% participation goal. In situations where the participation goal was not met, bidders met good faith effort requirements to solicit MWBE participation or else did not have any subcontracts.

Table 2
OWASA MWBE Participation Summary, FY 2016 through FY 2020

	Black	Hispanic	Asian American	American Indian	Female	Total MWBE
Dollar amounts in MWBE categories	$ 91,193	$ 1,396,707	$ 0	$ 0	$ 14,143,624	$ 15,631,524
% of sum of contract value ($49,888,126)	0.2%	2.7%	0%	0%	27.1%	30.0%**

**overall goal is 10%

Staff continues to further develop MWBE outreach practices as discussed at the December 12, 2019 Board work session and further reported in the January 2020 CIP Semiannual Report, including:

1. implementation of the near term (Group 1) activities noted in the December 2019 report for the formal contracts since released for bid;
2. status of the "Group 2" items from the December 2019 report:
   - ***Implemented****:*
     - *formalized project procurement planning:* revised the Standard Operating Procedure (SOP) for construction contracting to formalize the procedure and to include review of experience requirements and identification of potential subcontracting opportunities, and post-procurement review. (Outreach and MWBE identification were already part of the SOP.)
     - *networking with other agencies*: Staff has participated in the North Carolina MWBE Coordinators network quarterly sessions; networking event with City of Durham originally planned for Spring 2020 was postponed
   - ***Ongoing****:*
     - *Enterprise Resource Planning (ERP) system*: OWASA's selection process for a new Enterprise Resource Planning (ERP) system will consider vendor management capabilities as part of the selection process
     - *monitoring of prime contractor payments to MWBE subcontractors:* the intent for this recommendation has been to first establish the extent of any problem; discussion with several of the MWBE subcontractors during this period has not revealed any issue in this regard; however, this will continue to be monitored
     - *contractor education/training:* no change from January
   - ***No action*** *(as recommended and discussed in the January 2020 CIP Semiannual Report):*
     - *disparity study*
     - *project-specific and/or program goals that distinguish between minority-owned vs women-owned businesses*
     - *establishment of penalties and sanctions for non-compliance with required MWBE reporting during construction*
     - *certification program*

In contrast to the very high levels of construction activity, there were relatively few CIP construction procurement opportunities during FY 2020 (a total of six, as opposed to nineteen opportunities in FY 2019), a situation exacerbated by the slowdown related to the COVID-19 pandemic. Staff found value in formalizing the procurement planning process; however, the three formal contracts issued during the third quarter of FY 2020 afforded few subcontracting opportunities. Staff will continue to track information about prime contractors and subcontractors who are bidding OWASA projects and report relevant information about any potential trends in MWBE participation in future CIP Semiannual Reports.

Additional Information

Customers may visit our website (www.owasa.org) for information about our current major CIP projects and our FY 2020 - 2024 CIP book which provides additional information about the CIP. Please feel free to contact me at (919) 537-4248 or vgangadharan@owasa.org if you have any questions regarding the CIP program or projects.



Vishnu Gangadharan, P.E., PMP
Engineering Manager - Capital Improvements

Attachment – Table 1 Project Performance Summary Table

Table 1: Project Performance Summary - FY 2020

FY 2020 Cost Variance due to schedule changes

FY 2020 Cost Variance due to cost/pricing

FY 2020 Cost Variance due to scope changes

✓ FY 2020 (or overall project) costs within 5% of FY 2020 (or overall project) budget; completion within 2 months of baselined completion

✗ FY 2020 (or overall project) costs more than 5% above FY 2020 (or overall project) budget; completion more than 2 months beyond baselined completion

Schedule re-baselined as a result of COVID-19 pandemic

All costs listed in $1000's

			FY 2020 Performance			Overall Project Performance						
CIP No.	Project	Active Phase (at 6/30/20)	FY 2020 Budget	FY 2020 Cost	FY 2020 Cost Status	Baseline Budget	Forecasted Cost	Cost Status	Baseline Completion	Forecasted Completion	Schedule Status	Comments
270-11	University Lake Pump Station Improvements	Construction	$ 981	$ 1,692	✗	$ 2,105	$ 2,106	✓	Jun 20	Aug 20	✗	Some work from FY 2019 carried over into FY 2020.
270-28	University Lake Permanganate Facility	Design	$ 35	$ 44	✗	$ 2,242	$ 2,231	✓	Jun 22	Jun 22	✓	Some work from FY 2019 carried over into FY 2020.
272-37	WTP Belt Filter Press Replacement	Design	$ 350	$ 460	✗	$ 3,587	$ 3,771	✗	Oct 22	Oct 22	✓	Some work from FY 2019 carried over into FY 2020. Bidding and construction to be postponed to accommodate other higher priority construction projects at WTP
275-46	Dobbins Drive Water Main Replacement	Construction	$ 750	$ 1,400	✗	$ 2,275	$ 1,737	✓	Dec 20	Nov 20	✓	Most of the project was completed ahead of schedule in FY 2020. Final project completion is pending completion of related sewer installation.
275-52	West Cameron Avenue Water Main Replacement	Study	$ 150	$ 291	✗	$ 3,700	$ 3,811	✓	Mar 22	Mar 22	✓	Design and permitting costs greater than anticipated.
276-52	Rocky Branch Interceptor Replacement	Study	$ -	$ 17	✗	-	-	-	-	-	-	Planning efforts were accelerated into FY 2020 to coordinate with timing of overlapping development project.
278-46	Comprehensive Coatings Program	Construction	$ 75	$ 250	✗	$ 333	$ 325	✓	Dec 19	Sep 19	✓	Some planned FY 2019 work completed in FY 2020
278-82	WWTP Headworks Rehabilitation	Construction	$ 888	$ 1,477	✗	$ 1,466	$ 1,542	✗	Dec 20	May 20	✓	Some FY 2021 construction was completed ahead of schedule in FY 2020; some additional concrete rehab and mechanical needs were discovered during construction
279-13	Reclaimed Water Valve/Coupling Investigation	Study	$ -	$ 21	✗	$ 25	$ 21	✓	Jun 19	Aug 19	✓	Investigation into potential component failures was added in late FY 2019 and work continued into FY 2020
271-05	Cane Creek Raw Water Transmission Main Study	Study	$ 50	$ -	✓	$ 100	$ 100	✓	Jun 21	Jun 21	✓	
272-10	Water Facility Asset Rehabilition - Backup Power Study	Study	$ 50	$ 46	✓	$ 50	$ 67	✗	Jun 20	Aug 20	✓	Cost of evaluation to achieve primary study objectives higher than anticipated
272-38	WTP Sedimentation Basin Rehabilitation	Construction	$ 1,190	$ 1,163	✓	$ 3,296	$ 2,905	✓	Jun 20	Mar 20	✓	
272-42	WTP Finished Water Pump Improvements	Bidding	$ 250	$ 66	✓	$ 1,231	$ 1,033	✓	Jun 21	Apr 21	✓	
272-46	WTP Chemical Facility Improvements	Bidding	$ 555	$ 161	✓	$ 3,550	$ 3,640	✓	Jun 21	Apr 21	✓	
272-49	WTP and WWTP Supervisory Control and Data Acquisition (SCADA) Master Plan	Study	$ 25	$ -	✓	$ 150	$ 150	✓	Mar 21	Mar 21	✓	
275-15	Reimbursement for Distribution System Improvements	Construction	$ 48	$ 36	✓	$ 204	$ 204	✓	Jun 21	Jun 21	✓	
275-20	Water Distribution System Rehabilitation - vaults	Design	$ 400	$ 19	✓	$ 419	$ 319	✓	Jun 22	Jun 22	-	Construction of large meter vault replacements deferred to future FY

Table 1: Project Performance Summary - FY 2020

FY 2020 Cost Variance due to schedule changes

FY 2020 Cost Variance due to cost/pricing

FY 2020 Cost Variance due to scope changes

✓ FY 2020 (or overall project) costs within 5% of FY 2020 (or overall project) budget; completion within 2 months of baselined completion

✗ FY 2020 (or overall project) costs more than 5% above FY 2020 (or overall project) budget; completion more than 2 months beyond baselined completion

Schedule re-baselined as a result of COVID-19 pandemic

All costs listed in $1000's

			FY 2020 Performance			Overall Project Performance						
CIP No.	Project	Active Phase (at 6/30/20)	FY 2020 Budget	FY 2020 Cost	FY 2020 Cost Status	Baseline Budget	Forecasted Cost	Cost Status	Baseline Completion	Forecasted Completion	Schedule Status	Comments
275-20	Woodbridge Lane Water Main Replacement	Design	$ -	$ 23	-	$ 74	$ 74	✓	Dec 20	Nov 20	✓	Water main replacement project added during FY 2020 to address water quality issue
275-20	Fordham Service Road Water Main Replacement	Construction	$ 864	$ 819	✓	$ 955	$ 890	✓	Mar 20	Feb 20	✓	
275-21	Manning Drive (East) Water Main	Construction	$ 2,678	$ 1,443	✓	$ 2,783	$ 2,783	✓	Mar 20	Nov 19	✓	
275-21	Bartram Drive Water Main	Design	$ 30	$ 25	✓	$ 87	$ 87	✓	Jun 21	Jun 21	✓	
275-77	Galvanized Water Main Replacement - Program	Construction	$ 200	$ 120	✓	$ 950	$ 900	✓	-	-	-	
275-88	Kensington Drive Water Main Replacement	Construction	$ 521	$ 84	✓	$ 1,524	$ 1,640	✗	Dec 20	Dec 20	✓	Construction bids higher than estimated
275-89	Distribution System Prioritization Model	Study	$ 345	$ 326	✓	$ 425	$ 445	✓	Feb 20	Aug 20	✗	Study was substantially complete in March, but some final associated tasks were delayed
275-93	Bolinwood Bridge Water Main Replacement	Study	$ 50	$ -	✓	$ 250	$ 250	✓	Jun 21	Jun 21	✓	
276-18	Gravity Sewer Rehabilitation Program	Construction	$ 3,081	$ 2,094	✓	$ 3,081	$ 3,294	✗	Dec 20	Dec 20	✓	Construction progress slowed initially due to higher priority projects, then due to pandemic response. Some added scope based on encountered conditions
276-48	Dobbins Drive Interceptor Replacement	Construction	$ 850	$ 773	✓	$ 2,415	$ 2,253	✓	Dec 20	Nov 20	✓	
276-53	Creek Crossing Access Improvements	Study	$ 50	$ -	-	$ 914	$ 702	✓	Jun 22	Jun 22	✓	
276-57	Gravity Sewer Hydraulic Model	Study	$ 510	$ 266	✓	$ 677	$ 660	✓	Jun 20	Aug 20	✓	
277-31	Rogerson Drive Pump Station Rehabilitation Phase 2	Construction	$ 894	$ 909	✓	$ 2,169	$ 2,349	✗	Jun 19	Dec 19	✗	Additional scope added for pipe redundancy improvement at pump station. Some construction delay required to accommodate the emergency repair of the Rogerson Drive Force Main
277-40	Wastewater Pump Station Operational and Needs Assessments	Study	$ 35	$ 15	✓	$ 85	$ 80	✓	Jun 21	Jun 21	✓	
278-11	Wastewater Facility Asset Rehabilitation	Construction	$ 360	$ 154	✓	$ 765	$ 765	✓	Jun 21	Jun 21	✓	
278-51	WWTP Solids Thickening Improvements	Construction	$ 3,282	$ 2,514	✓	$ 6,023	$ 6,202	✓	Apr 21	Apr 21	✓	Slowed progress in FY 2020 due to pandemic; project schedule was rebaselined; some additional costs associated with contract suspension and unforeseen site conditions
278-54	WWTP Intermediate Pump Station Rehabilitation	Closeout	$ 113	$ 46	✓	$ 1,004	$ 842	✓	Sep 19	Nov 19	✓	

Table 1: Project Performance Summary - FY 2020

FY 2020 Cost Variance due to schedule changes

FY 2020 Cost Variance due to cost/pricing

FY 2020 Cost Variance due to scope changes

✓ FY 2020 (or overall project) costs within 5% of FY 2020 (or overall project) budget; completion within 2 months of baselined completion

✗ FY 2020 (or overall project) costs more than 5% above FY 2020 (or overall project) budget; completion more than 2 months beyond baselined completion

Schedule re-baselined as a result of COVID-19 pandemic

All costs listed in $1000's

			FY 2020 Performance			Overall Project Performance						
CIP No.	Project	Active Phase (at 6/30/20)	FY 2020 Budget	FY 2020 Cost	FY 2020 Cost Status	Baseline Budget	Forecasted Cost	Cost Status	Baseline Completion	Forecasted Completion	Schedule Status	Comments
278-72	WWTP Secondary Clarifier 2 and 3 Rehabilitation	Construction	$ 344	$ 49	✓	$ 1,164	$ 1,168	✓	Apr 21	Apr 21	✓	
278-78	WWTP Fermenter Improvements	Design	$ 112	$ 86	✓	$ 994	$ 1,395	✗	Jun 21	Mar 21	✓	Cost includes FY 2018 cleaning effort. Additional rehab, electrical, and controls needs determined during final design
278-80	WWTP Miscellaneous Rehabilitation	Construction	$ 470	$ 430	✓	$ 1,527	$ 1,366	✓	Jun 23	Jun 23	✓	Project consists of several construction packages; chemical storage rehab package has been deferred to FY 2023
278-84	WWTP Security Improvements	Study	$ 32	$ 1	✓	$ 100	$ 95	✓	Dec 19	Jun 19	✓	
278-88	Offsite Biosolids Storage Improvements	Study	$ 40	$ 24	✓	$ 80	$ 80	✓	Jun 20	Jun 21	✗	
280-13	Administration Building Locker Room Improvements	Complete	$ -	$ 5	✗	$ 5	$ 5	✓	Jun 19	Aug 19	✓	Alternatives analysis planned for FY 2019 was completed in early FY 2020
270-04	Jordan Lake Raw Water Supply Allocation	N/A	$ 10	$ 12	✗	$ 10	$ 12	✗	Jun 20	Jun 20	✓	Fee for annual maintenance assessed by State larger than budgeted.
272-51	HVAC Replacement Program	Construction	$ 150	$ 200	✗	$ 150	$ 205	✗	Jun 20	Jun 20	✓	Cost of high efficiency unit and installation for WWTP Switchgear Building exceeded initial estimates
272-52	WTP Electrical Distribution Improvements	Study	$ 50	$ 210	✗	$ 5,950	$ 6,004	✓	Jun 23	Jun 23	✓	Design and planning efforts cost more and completed earlier than budgeted
275-21	Oakwood-Rogerson Neighborhood Water Mains	Design	$ 40	$ 150	✗	$ 4,471	$ 4,471	✓	Jun 23	Jun 23	✓	Scope of work extend to add Cleland Drive water main. Additional subsurface utility investigation necessary for design. Acceleration of some FY 2021 design work.
275-92	Jones Ferry Rd Water Main Replacements	Design	$ 300	$ 338	✗	$ 3,750	$ 2,980	✓	Sep 21	Jul 21	✓	Design and permitting costs greater than expected. Construction bid considerably lower than estimated.
276-45	Bolinwood Interceptor Replacement	Design	$ 100	$ 113	✗	$ 1,130	$ 1,180	✓	Mar 22	Mar 22	✓	Design and permitting costs greater than anticipated
276-58	Prince Street Service Replacement	Design	$ 10	$ 18	✗	$ 80	$ 53	✓	Jun 21	Dec 20	✓	Design and permitting costs greater than anticipated
277-42	Rogerson Drive Force Main 2019 Emergency Repair	Construction	$ 1,200	$ 3,325	✗	$ 3,300	$ 5,728	✗	Dec 19	Dec 19	✓	Level of effort required to complete the emergency repair work exceeded what was known at time of FY 2020 budget approval
277-43	Rogerson Drive Force Main and Pump Station Program Services	Study	$ 75	$ 84	✗	$ 307	$ 132	✓	Jun 22	Jun 22	✓	Some planned FY 2021 work completed in FY 2020
278-83	WWTP Server Room	Construction	$ 150	$ 290	✗	$ 350	$ 317	✓	Jun 20	Jun 20	✓	Some work from FY 2019 carried over into FY 2020. Overall project is within budget.
272-10	WTP SCADA Server Improvements	Construction	$ 30	$ 26	✓	$ 95	$ 90	✓	Jun 20	Jun 20	✓	

Table 1: Project Performance Summary - FY 2020

FY 2020 Cost Variance due to schedule changes
FY 2020 Cost Variance due to cost/pricing
FY 2020 Cost Variance due to scope changes

✓ FY 2020 (or overall project) costs within 5% of FY 2020 (or overall project) budget; completion within 2 months of baselined completion

✗ FY 2020 (or overall project) costs more than 5% above FY 2020 (or overall project) budget; completion more than 2 months beyond baselined completion

Schedule re-baselined as a result of COVID-19 pandemic

All costs listed in $1000's

			FY 2020 Performance			Overall Project Performance						
CIP No.	Project	Active Phase (at 6/30/20)	FY 2020 Budget	FY 2020 Cost	FY 2020 Cost Status	Baseline Budget	Forecasted Cost	Cost Status	Baseline Completion	Forecasted Completion	Schedule Status	Comments
272-53	Repair/Rehabilitation of WTP Front Entry	Design	$ 35	$ 11	✓	$ 270	$ 283	✓	Jun 22	Jun 22	✓	
275-21	Foxcroft Dr Water Main	Design	$ 115	$ 40	✓	$ 364	$ 316	✓	Dec 21	Dec 21	✓	
275-21	Scarlett-Cooper Neighborhood Water Mains	Design	$ 100	$ 49	✓	$ 724	$ 724	✓	Jun 23	Jun 23	✓	
275-21	Barclay Road Water Main	Construction	$ 1,580	$ 1,525	✓	$ 1,690	$ 1,835	✗	Jun 20	Sep 20	✗	Bids higher than expected. Extensive delays due to testing of a section of installed main.
275-90	Distribution System Sampling Stations	Construction	$ 60	$ 25	✓	$ 125	$ 85	✓	Mar 19	Dec 20	✗	Installation by OWASA crew as workload allows, in order to accommodate higher priorities
280-14	Engineering Office Renovation	Complete	$ -	$ 19	✗	$ -	$ 19	✗	-	-	-	Unplanned renovation of work spaces
272-39	Water and Wastewater Facilities Concrete Condition Assessment	Study	$ 100	$ 74	✓	-	-	-	Jun 23	Jun 23	✓	
275-21	Country Club Road Water Main	Construction	$ 1,270	$ 1,650	✗	$ 1,350	$ 1,650	✗	Jun 20	Jun 20	✓	Work extended to Raleigh Road in conjunction with planned extents of street resurfacing (Town resurfacing project has since been postponed).
278-68	Water and Wastewater Facilities Building Envelope Rehabilitation	Design	$ 50	$ 72	✗	$ 1,725	$ 1,722	✓	Jun 24	Jun 24	✓	Some FY 2021 construction was completed ahead of schedule in FY 2020; added roof replacement at Rogerson Drive Pump Station
270-09	Quarry Reservoir Development	N/A	$ 15	$ 15	✓	$ 15	$ 15	✓	Jun 20	Jun 20	✓	
270-16	Cane Creek Pump Station Improvements	Study	$ 10	$ -	-	-	-	-	Jun 25	Jun 25	-	Project not initiated in FY 2020 as planned; deferred until FY 2023-2025
275-53	Distribution System Hydraulic Model	Pending	$ 150	$ -	-	-	-	-	Jun 23	-	-	Start of multi-year study delayed due to higher priority projects
275-94	Westwood Neighborhood Water and Sewer Rehabilitation	Study	$ 50	$ -	-	-	-	-			-	Sewer rehab added to 276-18; water main replacements deferred
278-85	WWTP Gas Monitoring Systems	Design	$ 90	$ -	✓	-	-	-			-	
278-50	WWTP Warehouse	Study	$ 25	$ -	-	-	-	-	Jun 24	-	-	

Total FY 2020 Active Projects	FY 2020 Budget	FY 2020 Cost
	$ 26,423	$ 25,595