



## Greater Augusta Utility District Board Agenda

Monday, May 20, 2024, 6:00 PM

Council Chambers, Augusta City Center, Augusta, Maine

1. Welcome - Paradis
2. Introduce Board members
3. Introduce GAUD employees, consultants and guests
4. Agenda additions
5. Old Business
  - a. Approve meeting minutes - **Motion** - pages 14 -16
  - b. Rate committee update - **Motion** - pages 3 - 4, 13
  - c. Project updates – pages 6 - 7
  - d. General Manager’s report – page 8
  - e. PFAS “forever chemicals”
6. New business
  - a. Review financial statements
  - b. Review liens
  - c. Policy review - **Motion**
  - d. Allow General Manager to apply for a NBRC grant - **Motion**
  - e. Add meeting agenda or other meeting information to GAUD website
  - f. Communications update -
  - g. HR update - page
  - h. Public comment
7. Adjourn - **Motion**

Wednesday, June 19, 2024	Juneteenth	Holiday
Monday, June 24, 2024	Regular meeting (4th Monday due to holiday)	City Center
Thursday, July 4, 2024	Independence Day	Holiday
Monday, July 15, 2024	Regular meeting	City Center
Monday, August 19, 2024	Regular meeting	City Center
Monday, September 2, 2024	Labor Day	Holiday
Monday, September 16, 2024	Regular meeting	City Center

**Attendees:**

<input type="checkbox"/>	Knight – Chair	<input type="checkbox"/>	Colwell	<input type="checkbox"/>	Sawyer	<input type="checkbox"/>	Begin
<input type="checkbox"/>	Paradis – Clerk	<input type="checkbox"/>	Hebert	<input type="checkbox"/>	Warren	<input type="checkbox"/>	Payne
<input type="checkbox"/>	Corey – Treasurer	<input type="checkbox"/>	Munson	<input type="checkbox"/>	Luke	<input type="checkbox"/>	Tarbuck

A quorum consists of 4 voting Trustees.

Guests:

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Executive sessions are described in [MRS Title 1 Section 405](#). Executive sessions may only be called by a public recorded vote of 3/5 of the members, present and voting.

1. Welcome
2. Introduce Board members
3. Introduce GAUD employees, consultants and guests
4. Agenda additions
5. Old business
  - a. Approve meeting minutes - **Motion**

<b>Motion:</b> I move to accept the Board meeting minutes for April 22, 2024.			
M	2nd	For	Against

b. Rate committee updates - **Motion**

The motion tonight approves the final rates which will go into effect for wastewater and drinking water customers on June 1, 2024.

The public hearing regarding the rates was on Monday, April 22, 2024.

This is our current status in the rate setting timeline.

Monday, May 20, 2024	May Board meeting		<b>vote to approve final rates with MPUC</b>
Wednesday, May 22, 2024	30 day petition period ends / <b>rates must be filed with PUC no later than today</b>	hearing date + 30 days	at least 10 days after but <b>no more than 30 days</b> after public hearing
Saturday, June 1, 2024	Earliest effective date of rates	filing date + 30 days	at least one month after rates filed with PUC
Sunday, February 16, 2025	Latest effective date of rates	filing date + 270 days	not more than 9 mos after rates filed with PUC

Rate documents have been posted online: <https://gaud.ws/2024Rates>

The table below shows notable dates assuming rates are adjusted:

Rate adjustment	June 1, 2024
Start of new rates	June 20, 2024
Customers receive bill for new rates	August 9, 2024
Payment due on new rates	September 4, 2024

The motion below is the vote to make the final approval to the rates that have been proposed and reviewed by the public and the Board. Page 13 has the actual numbers submitted for MPUC consideration.

**Motion 2:** I move that we certify and approve the revised schedule of rates for drinking water service, fire protection service, sewer service and stormwater service, which has been presented to this meeting and recorded with the minutes, to go into effect on or about June 1, 2024, and continuing until such time as the schedule of rates is modified by vote of the Trustees. I further move that the Assistant Treasurer, in addition to the Treasurer, be authorized and directed to apply the schedule of rates, along with all fees and charges otherwise authorized by the District or by State statute, to all persons, entities and property receiving services from the District, and to thereafter collect the sums due from said persons and entities and to take all appropriate action related to the collection of said sums, including the preparation and filing of notices and liens and allowed by the District's Charter and State law.

M	2nd	For	Against
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c. Project updates

Andy will provide updates regarding the District’s capital improvement projects.

d. General Manager’s report

Brian will provide updates not otherwise covered in this report.

e. PFAS “forever chemicals” discussion

The only new news to report is that we switched sludge disposal vendors from Casella to Waste Management in Norridgewock. We believe this will save us some money and also believe that Waste Management has a much better approach to sludge disposal than Casella.

6. New business

a. Review financial statements

Mike will review the April 2024 financial statements.

b. Review liens

There are no liens to consider this month.

c. Policy review - **Motion**

There are three policies for Board review this month.

1. Policy 19 - undesignated bill payments last reviewed 2016 - changes suggested
2. Policy 20 - short term inter-fund borrowing last reviewed 2017 - no changes suggested
3. Policy 24 - Post Issuance Compliance Policy - no changes suggested

<b>Motion:</b> I move to approve policies 19, 20 and 24.			
M	2nd	For	Against

d. Allow General Manager to apply for a NBRC grant - **Motion - page 17**

We received initial approval for our spring application to [Northern Border Regional Commission](#) to proceed with a full application. However, the full application required a resolution from the Board stating that I was authorized to submit the application. The deadline for submission preceded the May GAUD Board meeting so we will reapply for NBRC funds at the end of the summer instead. The application for grant funding is for \$1M to install a redundant drinking water main for the town of Manchester. You may recall that Manchester is supplied by a single 24” cast iron water main from 1905. The age of the main isn’t the primary driver for replacement. The primary driver is that the main is located off road and runs through several wetlands. A leak here would be extremely difficult to locate. Manchester has no storage so if the pipe goes dry, the whole town goes dry. The resolution is attached for your review and approval. This is strictly a formality that allows me to submit a grant application. This doesn’t commit us to spending a dime.

e. Add meeting agenda or other meeting information to GAUD website

Bob asked me to include this for discussion at the meeting.

f. Communications update

Meredith will provide the communications update.

g. HR update

Alan Burton will provide an in-person HR update.

h. Public comment

7. Adjourn – **Motion**

<b>Motion:</b> I move that this body stand adjourned.			
M Sawyer	2nd	For	Against

## Summary of Capital Improvement Projects

### 17001 - Eastside Sewer Siphon - \$4,721,376 & 19047 Redundant River Crossing - \$3,740,327 spent to date

Status: In construction.

Contracts 1 through 3 - 100% complete, pending release of retainage.

Contract 4 Water Mains West Side - All buried infrastructure is complete. 60% complete with road reconstruction efforts on Jackson Avenue. Paving is expected to start the week of May 20, 2024.

Scope: Replace the failed 8" cast iron siphon new 16" HDPE pipe & 16-inch water main.

Purpose: Replace failed infrastructure, then rehabilitate the existing 20" cast iron pipe.

Budget: \$5.1 Million (Update to **\$8.4 Million** additional \$3 Million in Grant Funding)

Schedule: Construction completion anticipated Q2 2024.

### 22015 - Front Street Pump Station 3 Replacement - \$62,008 spent to date

Status: We have all the easements! Final Draft bid documents under review. Bidding expected the week of May 28th.

Scope: Replace an aging 1962 sewer pump station with a new flood proof submersible station.

Purpose: Station subject to flooding and failure and beyond its useful life.

Budget: \$2.1M (\$2M grant)

Schedule: Finish by Q4, 2024.

### 19012 - Highland Avenue Water, Sewer, Storm Upgrades and Road Reconstruction - \$1,380,588 spent to date

Status: Construction, 100% complete with utility work. This project is being held up due to power poles. The old poles need to be removed from the street prior to final paving. New poles have been set, power has been moved. We are waiting on Consolidated Communications to move their infrastructure.

### 22024 - Turtle Run Water Main Replacement - \$18,302 spent to date

Status: CH Stevenson is expected to start construction in July.

Scope: Replace 900 feet of 2" & 2.25" seasonal lines with new 8" water main.

Purpose: Replace aging infrastructure and increase reliability.

Budget: \$344,000, water

Schedule: Planned for Q2 & Q3 2024

### 23015 - Riverside Drive PFAS/PFOA pilot study - \$82,879 spent to date

Status: Our crew set up a surface line to run the Mainex well to waste and extended a service line to run the hardness and PFAS pilot unit at our Riverside Treatment Building.

Scope: Run a pilot unit to reduce hardness and forever chemicals at our Riverside Drive well field.

Purpose: Apply the piloting results to develop a design for a full scale treatment system and cost projections.

Budget: \$200,000 (DWP forgiveness planning study). Construction phase is projected to be > \$5M.

Schedule: Planned for Q3 2023 to Q2 2024

**CIP# 24001 - Fairview Avenue Stormwater Upgrade - \$24,569 spent to date**

**Status:** Under contract with Pratt & Sons. Tree removal started on May 16th to make room for the stormwater installation. The work will begin on the east edge of Stone Street near #75 with the placement of a catch basin, then continue cross country to Fairview. The Stone Street work will be completed prior to MDOT paving operations, expected to start in late June.

**Scope:** 1,200 feet of storm main and 4 structures.

**Purpose:** Resolve backyard flooding and surface water runoff to Stone Street and separate combined catch basins currently discharging to the sewer.

**Budget:** \$484,000 Storm, (Estimating Construction at \$495K)

**CIP# 24003 - Hummingbird Lane - \$0 spent to date**

**Status:** No update, in preliminary design.

**Scope:** Pipe burst 1,700 feet of aging 6" cast iron water main with new 4-inch HDPE.

**Purpose:** Replacement of leak prone water mains.

**Budget:** \$467,500

**WWTF CIP Updates:**

CIP Item	Budgeted	Encumbered	Remaining	Comments
Driox System Repairs	\$10,000	\$7,236	\$2,764	Scheduled for June/July Install, waiting on parts
Replace PSA Sieve	\$75,000		\$75,000	Fall 2024 after Driox repairs. Ordering material.
Aeration tank shaft	\$14,950	\$12,655	\$2,295	<b>Complete</b> , Will close out PO
Install new pump/coupling	\$24,000		\$24,000	Need to resurface, can likely wait till 2025 if needed.
Penn Valley Pumps parts	\$7,500		\$7,500	Hardy to order, will be spent
Tank Drain Pump	\$25,000	\$23,300	\$1,700	<b>Complete</b> , Will close out PO
Chemical bay piping	\$10,000		\$10,000	Repair parts need to be ordered
Secondary Clarifier 3	\$449,900		\$449,900	RFP out to bid by end of May
Secondary Clarifer 1 Skimmer	\$3,200		\$3,200	Need to order
<b>Total</b>	<b>\$619,550</b>	<b>\$43,191</b>	<b>\$576,359</b>	

**Operations Updates:**

Our Road crew has been quite busy adjusting structures (manhole frames and covers & valve boxes) attempting to keep up with City and MDOT road work in State, Bangor, Stone and Hospital Streets. These are high traffic areas.

Our Stations crew has been busy tending to generators during the nice weather anticipating more frequent use during inclement weather. We are also prioritizing pump maintenance making use of our service truck.

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## General Manager's Report

On May 1 I attended a meeting in Rhode Island with NACWA, NEIWPCC, EPA, state regulatory agencies and some peer utilities to discuss the regulatory landscape. This meeting was followed by a two day NEIWPCC meeting. One of the takeaways from the meeting was to consider how a multistate disaster might require interstate assistance and how that might work. NEIWPCC has been working on this since last summer's floods in Vermont to improve readiness and response. To that end I met with Faith Staples on May 10 at Maine Emergency Management Agency to discuss how an interstate response would work.

On May 16 we returned our 'free' Hyundai Kona electric vehicles at the expiration of the three year lease. We learned a lot about the pros and cons of electric vehicles and as a result purchased three Ford Lightning Pro pickups last fall. We also took advantage of fleet monitoring software that came with the Hyundais and expanded that to include our newer vehicles in our fleet to help with maintenance and operations.

As of May 17, we have two of our planned four summer interns. We like getting interns for the summer because they're smart and nice and want to work. It always adds some youthful exuberance. Many of our interns have gone on to become very successful including at least one professor at Bates who we used to call Sponge Bob. Not sure his students call him that but we do hope so. Here are Allie LaBelle and Theo Colvin working on moving easements into our digital mapping system.



The rates proposed below will go into effect on or about June 1, 2024 if approved by the Board. Stormwater rates are unchanged.

**Sewer rates:**

Service Charge (Cost/Month)	\$18.68
User Charge, per 100 Cubic Ft.	\$6.77
Unmetered Customers (Cost/Quarter)	\$177.83

**GREATER AUGUSTA UTILITY DISTRICT  
Proposed Water Rates**

<b><u>Rate per 100 cubic feet (HCF) of water:</u></b>			
Cost > 1 HCF			<u>Proposed</u> \$4.15
<b><u>Service charge based on meter size:</u></b>			
	<u>Meter size</u>	<u>Monthly/Seasonal *</u>	<u>Quarterly</u>
	5/8"	\$19.60	\$58.80
	3/4"	\$22.80	\$68.40
	1"	\$26.03	\$78.09
	1 1/2"	\$38.05	\$114.15
	2"	\$48.48	\$145.44
	3"	\$62.11	\$186.33
	4"	\$88.60	\$265.80
	6"	\$147.16	\$441.48
	8"	\$252.24	\$756.72
<b><u>Fire protection:</u></b>			
	<u>Service diameter</u>		<u>Annual</u>
	1"		\$438.49
	1 1/2"		\$657.83
	2"		\$876.79
	3"		\$1,315.47
	4"		\$1,753.96
	6"		\$2,630.75
	8"		\$3,507.73
	10"		\$4,384.71
	12"		\$5,261.69
	<u>Public hydrants</u>		<u>Annual</u>
			\$ 2,829.14
* Seasonal customers meters will be read and billed monthly beginning in 2024. Prior years seasonal customers were billed twice per year.			

Monday, April 22, 2024

Greater Augusta Utility District Board Minutes

Meeting start time on CTV7 is 5:49 minutes into recording

Location: Augusta City Center

Trustees present: Ken Knight, Bradley Sawyer, Pat Paradis, Bob Corey, Cecil Munson, Carrie Colwell

Absent: Charlotte Warren, Kirsten Hebert

Attendees: Brian Tarbuck, Andy Begin, Mike Payne

Guests: none

At 18:00 Knight called the rate hearing to order.

Knight explained the ground rules of the meeting including regulatory requirements regarding the rate hearing. Knight noted that there will be no votes on the rates by the Board during the hearing.

The hearing is for proposed rate increases to the sewer utility of 30% and the drinking water utility for 30%. Knight explained that the drinking water rates may be petitioned to the Maine PUC and explained that process.

At 1807 Mike Miranda from 45 Granite Street asked for more information about the water and sewer bills. Mike explained that the water at his location often experienced rusty water. He wanted to know what was being done to improve water quality.

Tarbuck noted that it's hard to know on a case by case basis what the water quality is at any particular location but that the District would take a look at it.

Knight noted that while inflation is high for consumers, it has hit utilities particularly hard. The rate increases reflect the need to address emerging contaminants and high inflation. Knight noted that the District has been very successful in receiving grants. Knight recommended that customers reach out to GAUD personnel to ask for assistance.

At 1811 Phil Hart from Highridge Drive noted that his rates have increased 28% since 2017. He wanted the board to know that people on social security will struggle to pay for these increased expenses. He stressed that it makes it difficult for people on fixed incomes to pay these increasingly higher rates. He asked the Board to consider the proposed rates and consider the people that can't afford the 30% increase in the rates. As a councilor in Gardiner he saw that people had lost their homes over higher costs of living and was sensitive to their needs. Hart emphasized that he was not there to beat anyone up or anything, he just hoped the Board would consider how this increase will impact people.

Knight asked management to explain what the 30% rate increases mean in dollars. Tarbuck said that a customer who used 5 hundred cubic feet of water per month would see about \$20 per month compared to 2023 water and wastewater bills.

Corey thanked everyone for attending the hearing. Corey noted that setting rates started 10 months earlier and spent a great deal of time reviewing costs and rates needed to fund those costs. Corey noted that the rates needed to be much higher, particularly for drinking water to replace pipes that are over 100 years old.

At 1823 Virginia Goodlett from Sewall Street noted that she had spent time to better understand the District's financial statements. She noted that each year the notices about the rates to the public are more or less boilerplate. She was curious about the specific projects that would be done with the increase in revenue. Payne explained that the primary need for the rates is for infrastructure replacement. Knight explained that the regulatory standards require safe drinking water and clean wastewater disposal. The regulations continue to put pressure on the District. The primary goal is clean safe drinking water. Virginia emphasized that the amount of the increase is becoming a tipping point and it's a large enough increase to require a higher degree of specificity. Virginia asked for less of a boilerplate flier and have one instead that refers to specific projects.

Sawyer noted that in 2016, the cost for a mile of pipe was about \$1M. The cost now for a mile of pipe is about \$2.5M. Those costs continue to increase. Sawyer noted that the revenue generated from the ratepayers doesn't go to shareholders or a private company, they're reinvested locally.

Begin described a recent bid for work as an example of the costs of doing work. The cost per foot to install 16" water main was \$1,200 per foot. That portion of the bid was rejected due to the high cost. Begin explained that relining sewer and stormwater pipe is saving ratepayers a lot of money.

Virginia explained that this proposed rate increase adds to a feeling of costs that continue to impact people.

At 1836 Mike Miranda asked a follow up question regarding rate increases in 2025 and subsequent years. Knight reemphasized that the Board does not take the rate increases lightly and that inflationary pressures and cost increases to utilities are significantly higher than they were just a few years ago. Knight said that it was too hard to predict today what future financial needs would be.

At 1838 Knight closed the public hearing and opened the Board meeting.

Sawyer asked attendees to continue to be involved in the workings of the District and attend meetings and help the Board work through these issues.

At 1842 Knight noted that Charlotte Warren, Meredith Strang-Burgess and Alan Burton were online.

At 18:43 the Board voted on the prior month's meeting minutes.

<b>Motion:</b> I move to accept the Board meeting minutes for March 18, 2024.			
M Corey	2nd Paradis	For Unanimous	Against None

At 18:43 Begin updated the Board on current projects. Jackson Avenue is nearing completion. There will need to be pipe configuration changes to feed the Hospital Street drinking water booster pump station so it can be fed from two different direction. The Front Street pump station is still being designed. We are waiting for easements from the City of Augusta and updates from Central Maine Power regarding the electrical service changes needed. Turtle Run is a small drinking water main project in Manchester. It will be done by CH Stevenson for approximately \$344k. There is a project at Fairview Avenue to reduce icing on Stone Street in the winter. MDOT will mill and fill Stone Street this year so we have to do the work now to get out of the way of MDOT's work. The project only received one bidder, Pratt & Sons, in the amount of \$579k. This work will install 1,200 feet of pipe and 4 catch basins. Summer Street is a project that needs to be done to repair very old pipe and remedy some right of way infrastructure conflicts.

At 19:01 Tarbuck noted the dates for rate increases presuming rates are set to go into effect on or about June 1. Knight noted that we should explain what we're spending the rates on and provide some additional information including the rate calendar.

At 19:02 Begin explained the need for a new generator and electrical service for the wastewater treatment plant. The approximate cost to install a 800kW generator and main distribution panel will cost nearly \$3M. Some of the electrical systems are nearly 60 years old. The service to the plant is rated at 2,000 amps. Begin noted that while moving the power underground will reduce the risk of losing power at the plant the larger threat could be flooding. We have seen more flooding lately and modeling forecasts higher water levels in the future.

At 19:10 Tarbuck presented highlights from the General Manager's report. Tarbuck noted that he and Knight went to a Winthrop town council meeting to discuss whether or not the District had a role to play in the operation of Winthrop Utilities District when current Superintendent Dan Wells retires in a few years. Knight added that the District is here if and when needed to support a neighboring utility. Tarbuck noted that Casella provided notice that they would terminate our contract to dispose of sludge at the end of April. The District has some options that are being reviewed now for a decision by the end of the month. Tarbuck explained a table that represents the proposed drinking water PFAS standards. The District has one site that exceeds the proposed limit. One of the options to consider is to take the wells that exceed the limit out of service. The cost to treat water from the wells that exceed the proposed limits is about \$5M in capital costs. We have applied for a \$4M grant from the Drinking Water Program to help offset those costs.

At 19:22 Payne presented financial statements for both February and March, 2024.

Budget Summary		Revenue			Expenses			
Month	Division	Budget	Actual	Act / budg	Budget	Actual	Act / budg	Ending cash
3	Sewer	5.8	1.38	24%	5.5	1.2	22%	1.08
3	Stormwater	4.1	1.00	24%	3.1	0.7	21%	2.66
3	Water	5.2	1.21	23%	4.4	0.9	21%	2.73

At 19:24 Corey noted that there are 14 liens outstanding, none of which require Board action at this time. The total amount of outstanding liens is \$6,429. Of that amount, \$3,700 represents the liens with the remainder representing fees and interest. This represents liens of about one third of one percent of customers.

At 19:25 the Board reviewed the following policies:

<b>Motion:</b> I move to approve policies 16, 17 and 18.			
M Corey	2nd Paradis	For Unanimous	Against None

19:29 Meredith Strang-Burgess provided a communications update. The first quarter focused on the employment recruitment campaign on both social media and targeted radio advertising. The annual water quality report is done and awaiting approval by the regulatory agency. The summer newsletter is in process now. Some Board members will be spotlighted this summer to highlight why people serve on the Board and general interests.

19:33 Sawyer moved to adjourn. The motion was seconded by Corey. The motion was approved unanimously.

I, **Ken Knight** of **Greater Augusta Utility District**, an authorized entity licensed to conduct business in the **Maine**, do hereby certify that the following is a true and correct copy of a resolution duly adopted at a meeting of the Board of Directors of this corporation, duly held on **May 20, 2024** at which meeting a duly constituted quorum of the Board of Directors was present and acting throughout and that such resolution has not been modified, rescinded or revoked and is at present in full force and effect:

*RESOLVED*, that **Brian Tarbuck**, who is the **General Manager**, is empowered to act on behalf of **Greater Augusta Utility District** as the **Authorized Official**.

In Witness whereof I have affixed my signature on this the 20<sup>th</sup> day of May, 2024.

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Signature

Ken Knight, Board Chair

RESOLUTION

Greater Augusta Utility District

A resolution authorizing Brian Tarbuck, General Manager, is empowered to act on behalf of Greater Augusta Utility District as the Authorized Official.

Resolved by the Trustees of the Greater Augusta Utility District as follows:

WHEREAS, the Greater Augusta Utility District is applying for \$1,000,000 in NBRC funding for the Manchester GAUD resilient water main project.

NOW THEREFORE, Brian Tarbuck, General Manager, is hereby authorized, on behalf of the Greater Augusta Utility District to apply for, accept, and expend grant funds from the Northern Borders Regional Commission (NBRC). The named authorized official has permission to sign all NBRC investment documents that bind the applicant.

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Ken Knight, Board Chair

Passed and approved by the Board of the Greater Augusta Utility District this 20th day of May, 2024.

**GREATER AUGUSTA UTILITY DISTRICT**

**Financial Highlights for April 2024**

**Water Division**

**Income Statement:** Water revenue for the month ending April 30, 2024 totaled \$1.6M which is **2% under budget** and approximately **\$105K above** the same period last year. Expenses for the same period totaled \$1.3M which is **4% under budget** and approximately **\$67K above** the same period last year.

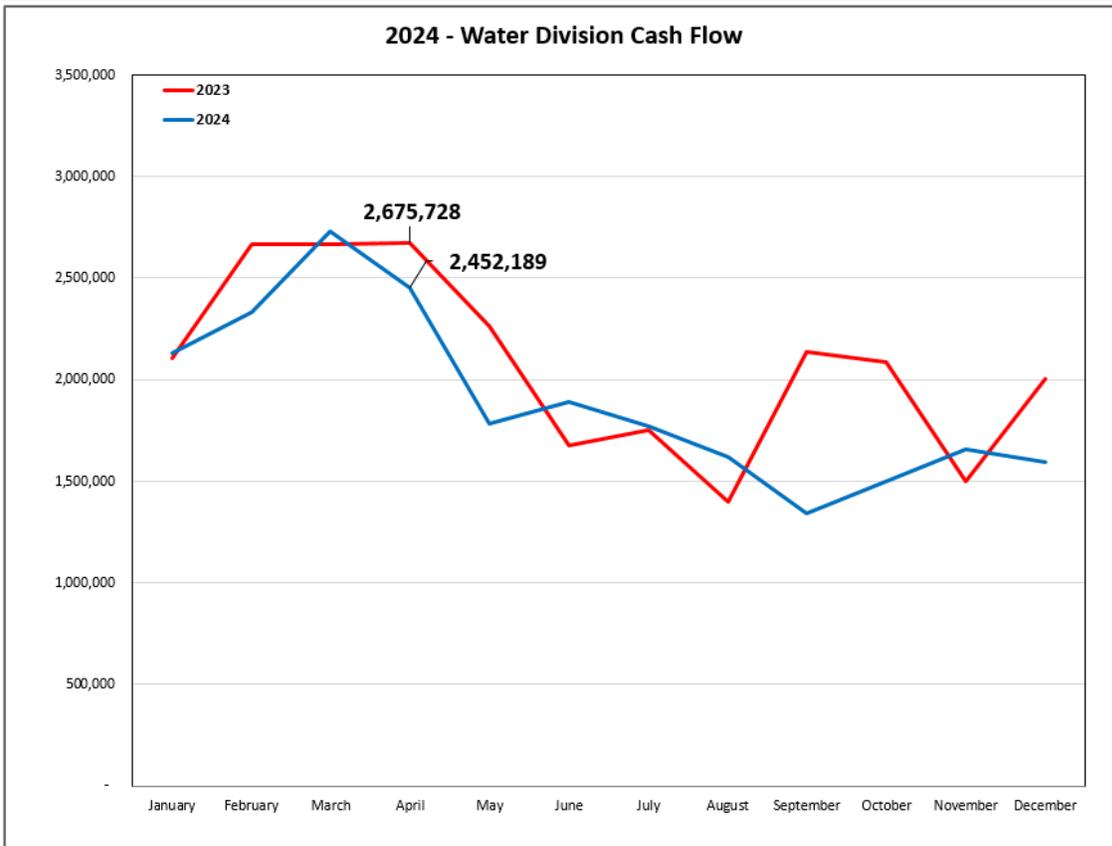
**Water Revenue**

	<b>Budget</b>	<b>Actual YTD</b>	<b>% used</b>
Metered	3,120,917	962,412	31%
Fire Protection	1,832,919	608,873	33%
Investment income	5,000	13,635	273%
Other Income/Grants	250,000	40,408	16%
<b>Sum:</b>	<b>5,208,836</b>	<b>1,625,328</b>	<b>31%</b>

**Water Expenses**

	<b>Budget</b>	<b>Actual YTD</b>	<b>% used</b>
Labor and fringe	2,098,687	558,100	27%
Power	254,100	94,105	37%
Supplies	311,440	121,333	39%
Debt interest	85,470	28,638	34%
Depreciation	1,065,208	320,204	30%
Other	547,882	148,722	27%
	<b>4,362,787</b>	<b>1,271,102</b>	<b>29%</b>
<b>Revenue - expense</b>	<b>846,049</b>	<b>354,226</b>	

**Cash Flow:** Cash at the beginning of April was \$2.7M. Revenue of \$380K was collected. O&M expenses were \$337K and CIP expenses were \$321K. Cash at the end of April was \$2.2M.



**GREATER AUGUSTA UTILITY DISTRICT**

**Financial Highlights for April 2024**

**Sewer Division**

**Income Statement:** Sewer revenue for the month ending April 30, 2024 totaled \$1.8M which is **1% under budget** and approximately **\$152K below** the same period last year. Expenses for the same period totaled \$1.6M which is **4% under budget** and approximately **\$79K below** the same period last year.

**Sewer Revenue**

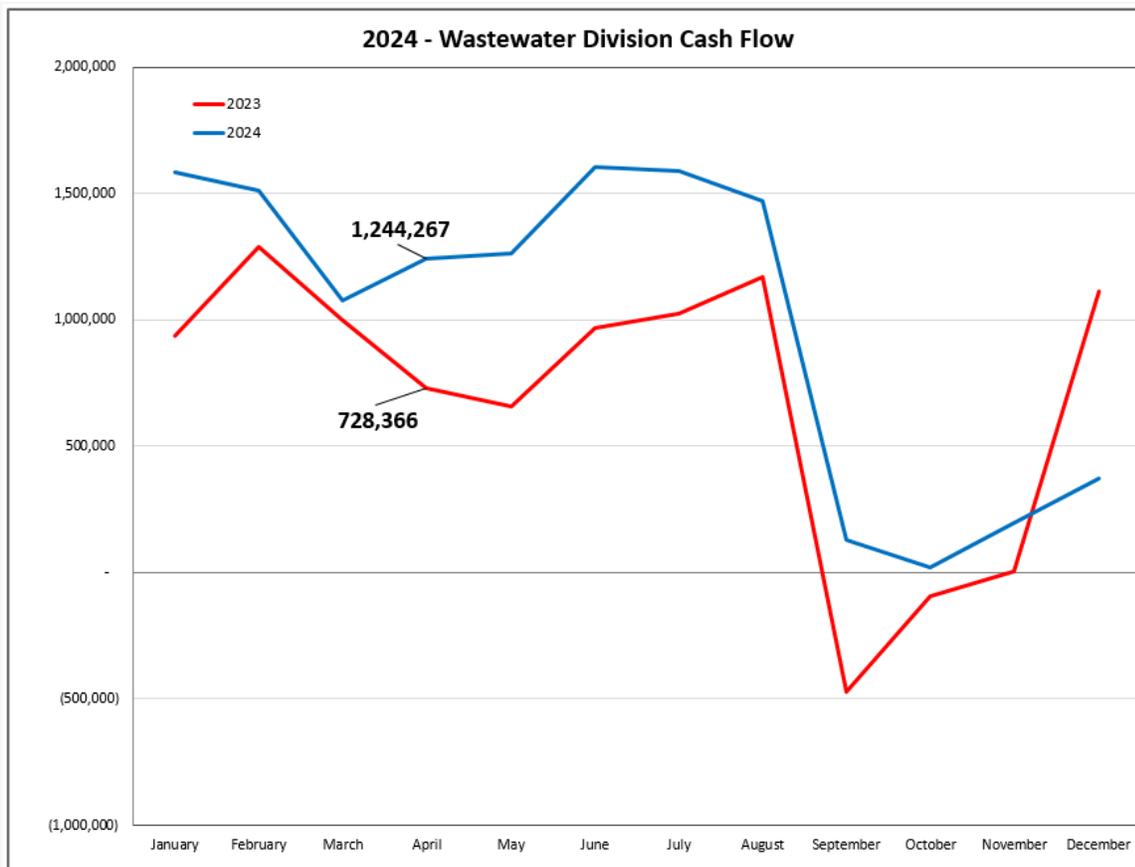
	<b>Budget</b>	<b>Actual YTD</b>	<b>% used</b>
Flat rate	15,464	7,601	49%
Metered	4,402,811	1,360,248	31%
Trunkline	976,000	309,073	32%
Investment income	5,000	13,635	273%
Other Income/Grants	405,692	153,028	38%
<b>Sum:</b>	<b>5,804,967</b>	<b>1,843,584</b>	<b>32%</b>

**Sewer Expenses**

	<b>Budget</b>	<b>Actual YTD</b>	<b>% used</b>
Labor and fringe	1,964,142	491,197	25%
Power	318,995	157,350	49%
Supplies	316,735	81,289	26%
Debt interest	274,068	84,932	31%
Depreciation	1,519,224	498,151	33%
Other	1,096,131	286,309	26%
	<b>5,489,295</b>	<b>1,599,228</b>	<b>29%</b>

Revenue - expense	315,673	244,356
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**Cash Flow:** Cash at the beginning of April was \$1.1M. Revenue of \$483K was collected. O&M expenses totaled \$231K and CIP expenses were \$85K. Cash at the end of April was \$1.2M.



GREATER AUGUSTA UTILITY DISTRICT

Financial Highlights for April 2024

Storm Division

**Income Statement:** Storm revenue for the month ending April 30, 2024 totaled \$1.4M which is **1% under budget** and approximately **\$165K below** the same period last year. Expenses for the same period totaled \$870K which is **4% under budget** and approximately **\$79K below** the same period last year.

Storm Revenue

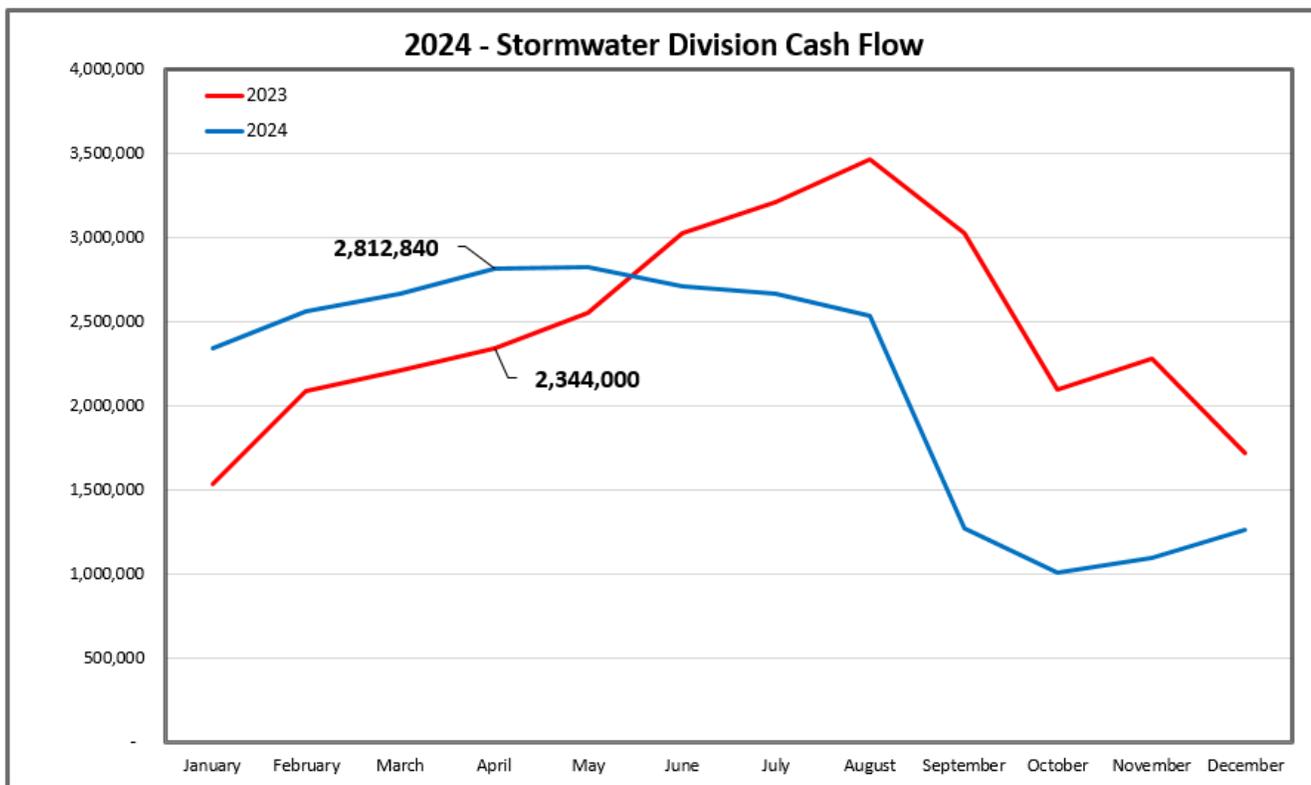
	Budget	Actual YTD	% used
Stormwater	4,123,015	1,355,061	33%
Investment income	5,000	13,635	273%
Other Income/Grants	-	2,862	0%
<b>Sum:</b>	<b>4,128,015</b>	<b>1,371,558</b>	<b>33%</b>

Storm Expenses

	Budget	Actual YTD	% used
Labor and fringe	1,284,263	338,732	26%
Power	133,998	62,168	46%
Supplies	202,390	51,021	25%
Debt interest	89,161	21,504	24%
Depreciation	953,995	305,622	32%
Other	412,210	91,259	22%
	<b>3,076,017</b>	<b>870,306</b>	<b>28%</b>

Revenue - expense                      1,051,998                      501,252

**Cash Flow:** Cash at the beginning of April was \$2.7M. Revenue of \$296K was collected. O&M expenses were \$147K. Cash at the end of April was \$2.3M.



GAUD Policy #: 19

Date: 2/22/2016

Policy 19: Undesignated Bill Payments

Original Date: 2/25/2013; Policy number Revised; 2/22/2016; Revised 12/19/2016

Customers that don't pay their bills in full often designate where they would like their payment to go.

When that designation is *not* made or if it is unclear, billing personnel follow this undesignated payment policy.

Payments may be categorized as follows:

1. Full payments pay all owed bills in their entirety to reduce each account to zero owed.
2. Short payments don't include enough funds to pay all current or past bills in their entirety.
3. Overpayments provide funds sufficient to pay all accounts in their entirety creating a credit on an account (s).

Payments are applied in chronological order from the "oldest" outstanding accounts to the "newest" as follows.

1. Water
2. Sewer
3. Stormwater
4. Water interest
5. Sewer interest
6. Stormwater interest

GAUD Policy #: 20

Effective Date: June 19, 2017

Policy 20: Short term inter-fund borrowing

Original date: June 19, 2017

The District maintains separate funds for its drinking water, wastewater, and stormwater divisions. Due to timing issues between revenues and expense, any one of the aforementioned funds may realize a negative fund cash balance from time to time. Temporary negative fund cash balances can be corrected by a temporary loan or inter-fund transfer between divisions.

The following procedure will be followed when a negative fund cash balance occurs.

1. The Finance Director will review cash flow projections in the fund with the negative cash balance to determine if the negative fund cash balance is due to a timing issue or lack of funds.
2. If the negative fund cash balance is due to a timing issue and will be corrected within the next few months the following procedure should be followed.
  - a. Review estimated cash flow balances in all divisions to determine which division has sufficient available cash balances, without going below the required minimum balance set by the Board, to temporarily loan funds to the division with a negative fund cash balance.
  - b. A journal entry will be posted debiting a “due from” or an “accounts receivable” account in the division loaning the funds. A matching credit will be posted to a corresponding “due to” or “accounts payable” account in the division borrowing the funds.
  - c. Balances will be checked and adjusted monthly until all the borrowed funds are repaid in full.
  - d. Temporary loans shall not exceed more than one month of estimated revenue of the division with the negative fund cash balance unless prior approval is given by the Board of Trustees.
  - e. All cash balances shall be corrected within the fiscal year.
3. If the negative fund cash balance is due to any other reason besides timing a line of credit or a rate increase will be necessary to remedy the deficiency.

GAUD Policy #: 21

Effective Date: n/a

Policy 21: Placeholder – see policy 18

Original Date: 9/19/2011

See Policy 18.

GAUD Policy #: 24  
Effective Date: June 24, 2013  
Policy 24: Post Issuance Compliance Policy  
Original Date: June 24, 2013

### Post Issuance Compliance Policy

The District issues tax-exempt bonds from time to time to finance various capital improvements. As an issuer of such tax-exempt bonds, the District is required by the Internal Revenue Code of 1986, as amended, (the "Code") and regulations promulgated by the United States Treasury Department to take certain actions subsequent to the issuance of such bonds to ensure the continuing tax -exempt status of the bonds.

The District recognizes that compliance with applicable provisions of the Code and Treasury Regulations is an ongoing process, necessary during the entire term of a bond issue, and is an integral component of the District's overall debt-management responsibilities. These requirements apply equally to capital leases. Accordingly, the implementation of these requirements will require on-going monitoring and consultation with Bond Counsel.

#### *Issuance.*

The Trustees shall approve the terms and structure of bonds issued by the District. Such bonds shall be issued in accordance with United States Treasury Department Regulations, the Internal Revenue Code of 1986, as amended, State statutes and the District's Charter. Specific post issuance compliance procedures are addressed below.

#### *General Procedures.*

The following guidelines will be used to monitor compliance with post-issuance requirements:

1. The District's Treasurer shall serve as the Compliance Officer and shall be the person primarily responsible for ensuring that the District successfully carries out its post issuance responsibilities. The Treasurer shall be assisted by the following persons or entities:

- a. Bond Counsel
- b. Financial Advisor
- c. Paying Agent
- d. Rebate Specialist

The Treasurer shall be responsible for assigning post-issuance responsibilities to other staff, Bond Counsel, the Financial Advisor, the Paying Agent and the Rebate Specialist, and shall utilize such other professional services as are necessary to ensure compliance with all post issuance requirements.

2. The Treasurer shall verify that the following post-issuance actions have been taken on behalf of the District with respect to each issue of tax-exempt bonds:

- a. Ensure that a full and complete record for the principal documents of each the issue has been completed by Bond Counsel and the Financial Advisor;
- b. Ensure that the Internal Revenue Service (IRS) forms 8038 are properly filed with the IRS by Bond Counsel within the time limits imposed by Section 149(e) of the Code;

- c. Account for the allocation of the proceeds of the tax-exempt bonds to expenditures as required by the Code;
- d. Coordinate receipt and retention of relevant books and records with respect to the investment and expenditures of the issue proceeds;
- e. Identify proceeds of tax-exempt obligations, in consultation with Bond Counsel and the Financial Advisor, that are yield-restricted and monitor the investments of any yield-restricted funds to ensure that the yield on such investments does not exceed the bond yield to which such investments are restricted;
- f. Determine, in consultation with Bond Counsel and the Financial Advisor, whether the District is subject to the rebate requirements of Section 148(f) of the Code and related Treasury Regulations with respect to each issue of the District. The Treasurer shall contact a Rebate Specialist, as required, prior to the fifth anniversary of the date of issuance of each issue and each fifth anniversary thereafter until the obligation has matured to arrange for calculation of the rebate requirements, as needed, to be paid by the District. If any rebate is required to be paid to the IRS, the District Treasurer will file Form 8038-T, along with the required payment.
- g. Shall monitor the use of all financed facilities in order to determine whether private business uses of financed facilities have exceeded the de minimis limits set forth in Section 141(b) of the Code (generally a value or benefit equal to 10% of issue proceeds) that provide special legal entitlements to non-governmental persons.

3. The Treasurer shall collect and retain the following records with respect to each issue of tax-exempt obligations and with respect to the facilities financed with the proceeds of such Obligations:

- a. Audited financial statements of the District;
- b. Appraisals, surveys, feasibility studies, if any, with respect to the facilities to be financed with issue proceeds;
- c. Trustee or Paying Agent statements;
- d. Records of all investments and the gains (or losses) from such investments;
- e. Expenditures reimbursed with the issue proceeds;
- f. Allocation of issue proceeds to expenditures (including cost of issuance) and the dates and amounts of each expenditure (including requisitions, draw down schedules, invoices, bills and canceled checks as related to each expenditure);
- g. Construction or renovation contracts for financed facilities or projects;
- h. Maintain an asset list of all tax-exempt financed depreciable property and sales of tax-exempt financed assets;
- i. Arbitrage rebate reports and records of rebate and yield reduction payments, if any;
- j. Orders, Resolutions and other actions, if any, adopted by the District subsequent to the date of issue of the obligations; and
- k. Relevant correspondence relating to such bonds.