

Peachtree City Water & Sewerage Authority
Regular Meeting
Agenda
Tuesday, September 17, 2024
8:30 a.m.

- I. Pledge of Allegiance
- II. Public Comment
- III. Minutes

August 20, 2024 - Regular Meeting Minutes
- IV. Reports
 - A. Authority Members
 - B. General Manager
- V. Approval of Budget FY 2025
- VI. Executive Session – Real Estate, Personnel, Potential Litigation
- VII. Adjourn

** Location of meeting is Peachtree City Water & Sewerage Authority at 1127 Hwy. 74, South **

NOTE: This agenda is subject to change up to twenty-four hours prior to the scheduled meeting.

A quorum of City Council will be in attendance.

Peachtree City Water and Sewerage Authority

August 20, 2024

The Peachtree City Water and Sewerage Authority held its monthly meeting on Tuesday, August 20, 2024, in the break room of the John W. Gronner Administrative Center. The following individuals were present: Chairman Kim Learnard, Vice-Chairman Clint Holland, Board Member Laura Johnson, Board Member Suzanne Brown, Ms. Melissa Griffis (attorney with Horne & Griffis), Mr. Dan Davis (ISE), Ms. Leslie Baer (ISE), Ms. Millie Shah (WASA), Mr. Larry McNeil (WASA), Mr. Joel Cleveland (Cpak Technology Solutions), Mr. William Carlisle, and Mr. John Dufresne. Treasurer/Secretary Frank Destadio was absent.

Ms. Learnard called the meeting to order at 8:36 am. The meeting began with the Pledge of Allegiance.

Ms. Learnard opened the meeting up for public comment. There were no public comments.

Ms. Learnard asked for a motion to approve the May 21, 2024 regular meeting minutes. Ms. Johnson made a motion to approve the May 21, 2024 regular meeting minutes, seconded by Ms. Brown. Motion carried.

There were no reports from the Authority members or General Manager.

Ms. Learnard asked for a motion to approve the Meeting Date Calendar. Ms. Griffis clarified that the schedule includes one exception to the typical date on the third Tuesday of each month, which is February in order to accommodate school schedules. Mr. Holland made a motion to approve the Meeting Date Calendar, seconded by Ms. Johnson. Motion carried.

Mr. Dan Davis provided a summary of the ISE Work Authorization for Industrial Pretreatment. Mr. Holland made a motion to approve the Work Authorization for Industrial Pretreatment, seconded by Ms. Brown. Motion carried.

Ms. Shah discussed the Quarterly Financial Report and stated \$4 million was transferred to the Georgia Fund One account to recognize a higher interest rate. Mr. Holland asked that his name be corrected on the budget documents with his formal name "Clinton R. Holland".

Mr. Dan Davis discussed the Budget Presentation. Mr. McNeil provided a summary of the past year's accomplishments and awards. There was some discussion on SCADA at the plants. Ms. Shah provided a review of the budget, stating the Authority is in a strong financial position. Mr. Holland asked about the separation of revenue from septage and tap fees. Ms. Shah stated fees are tracked by line item internally. Mr. Holland asked about the use of reserve funds for Capital Improvement Plan (CIP) projects. Ms. Shah provided clarification regarding the use of reserve funds for CIP projects. Mr. Dan Davis discussed the plant modifications needed to meet EPD permit requirements, and that the Highway 54/74 project would be advertised for bid soon. Mr. Dan Davis reviewed the 7-year CIP and highlighted a few projects. There was some discussion on truck replacements. Mr. Holland asked about the status of the Huddleston and Hip Pocket projects. Mr. Dan Davis stated engineering for both projects will be completed within the FY2025 budget year.

Mr. Dan Davis discussed the ISE Contract for general management, stating there is a rate increase included (which is the first increase since contract inception) and the contract can be terminated with 30 days' notice. There was some discussion on the 30 days' notice provision and whether it should be longer. Ms. Griffis stated this provision has been in place for the term of the contract (six years). Ms. Brown recommended this topic be revisited in April to review the notice period and potential additional edits to

the contract. Mr. Holland made a motion to approve the ISE Contract, seconded by Ms. Johnson. Motion carried.

Ms. Learnard asked for a motion to adjourn into Executive Session for the purpose of Personnel and Potential Litigation. The motion was made by Ms. Johnson and seconded by Ms. Brown. Motion carried. The meeting was adjourned into Executive Session at 9:19 am.

The meeting was reconvened at 9:39 am.

Ms. Learnard asked for a motion to adjourn. The motion was made by Mr. Holland and seconded by Ms. Johnson. Motion carried. The meeting was adjourned at 9:39 am.

Chairman – Kim Learnard

Vice Chairman – Clint Holland

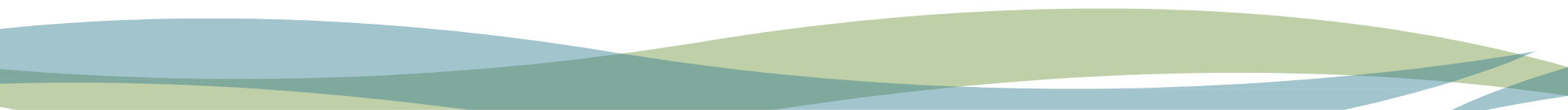
Annual Operating & Capital Budget Fiscal Year 2025

Submitted by:

L.H. (Dan) Davis, Jr., General Manager

Larry McNeil, Deputy General Manager

Prepared by: Millie Shah, Controller





Board Members

Kimberly K. Learnard, Chair | Clinton R. Holland, Jr., Vice-Chair

Frank J. Destadio, Secretary/Treasurer

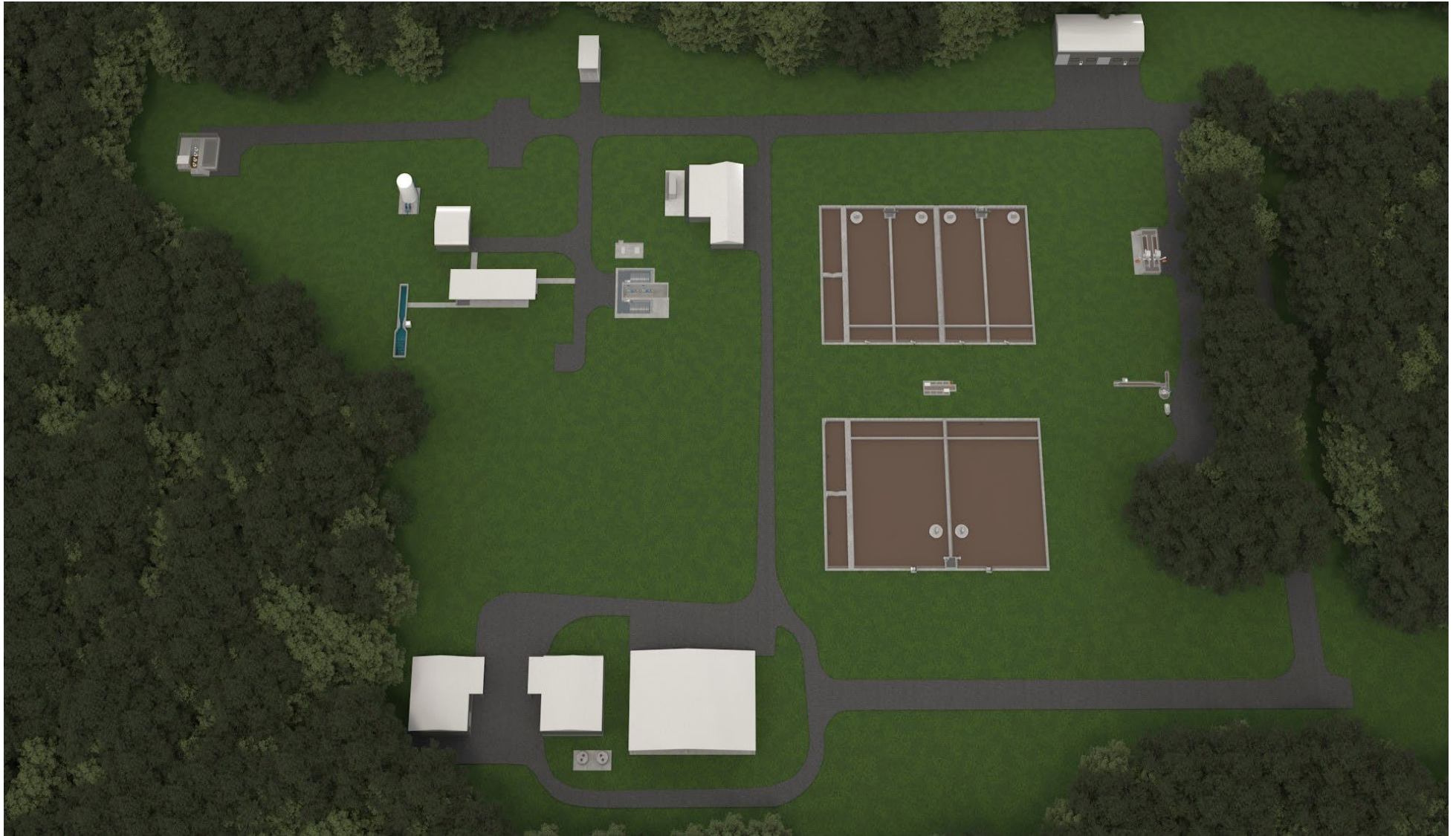
Suzanne Brown | Laura Johnson

Overview of FY2024 – Operations

- New SCADA system upgrade for both plants.
- New septage screen is now online.
- Polymer system installed at Line Creek plant to assist with high flows.
- New cloth installed on Rockaway plant disc filters.
- Rockaway plant grit chamber painted.
- Rockaway plant basin #4 drained and cleaned; replaced 20 diffusers.



Rockaway Plant Overview

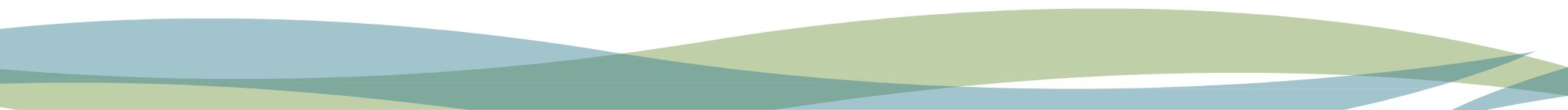


Awards

GAWP Wastewater Collection System Excellence Award



Georgia Water Coalition
2023 Clean 13 Award



Overview of FY2024 – Operations and Support Services



New rails at lift station

New turbidity meter install



PEACHTREE CITY WATER AND SEWERAGE AUTHORITY

FY2025 BUDGET

FY2024 OPERATING REVIEW	FY2023 Actual	FY2024 Budget	FY2024 Projected	FY2023 Actual / FY2024 Projected	%
Revenues - Rate	9,610,352	9,796,500	9,877,200	266,848	2.8%
Revenues - Fee	819,320	1,031,500	573,000	(246,320)	-30.1%
Operating Fund Revenues	10,429,672	10,828,000	10,450,200	20,528	0.20%
Salaries, Wages, & Benefits	2,912,110	3,572,400	3,135,100	222,990	7.7%
Materials, Supplies, & Services	3,593,428	3,852,150	3,589,593	(3,835)	-0.1%
Operation Expenditures*	6,505,538	7,424,550	6,724,693	219,155	3.4%
Operating Surplus (Deficit)	3,924,134	3,403,450	3,725,507	(198,627)	-5.1%
Other Income (Expense)	208,185	120,000	342,832	134,647	64.7%
Total Surplus (Deficit)	4,132,319	3,523,450	4,068,339	(63,980)	-1.5%
FY2024 DEBT SERVICE AND RENEWAL & EXTENSION	FY2023 Actual	FY2024 Budget	FY2024 Projected	FY2023 Actual / FY2024	%
<i>Funding Source Debt Service and Renewal & Extension</i>					
Current Year Operating Surplus	4,132,319	3,523,450	4,068,339	(63,980)	-1.5%
Debt Service and Renewal & Extension					
Debt Service Payment	2,740,543	1,593,300	1,593,300	(1,147,243)	-41.9%
Renewal & Extension (Crawford, Electrical, Mechanical)	-	350,000	128,000	128,000	0.0%
Sub-Total	2,740,543	1,943,300	1,721,300	(1,019,243)	-37.2%
FY2024 CAPITAL PROJECTS	FY2023 Actual	FY2024 Budget	FY2024 Projected	FY2023 Actual / FY2024	%
<i>Funding Source Capital Projects</i>					
Current Year Operating Surplus after Debt Service and Renewal & Extension	1,391,776	1,580,150	2,347,039	955,263	68.6%
American Rescue Plan Funding	-	5,567,207	104,583	104,583	0.0%
Use of Reserve Fund for Capital Projects	-	3,722,965	-	-	0.0%
Sub-Total	1,391,776	10,870,322	2,451,622	1,059,846	76.2%
Capital & Project	891,065	10,712,307	2,408,358	1,517,293	170.3%
Sub-Total	891,065	10,712,307	2,408,358	1,517,293	170.3%
	500,711	158,015	43,264	(457,447)	-91.4%

*Cash-flow based budget. Does not include Depreciation expense & end of the year adjusting entries

FY2025 OPERATING	FY2024 Projected	FY2025 Budget	FY2024 Projected /FY2025 Budget	%
Revenues - Rate	9,877,200	9,933,200	56,000	0.6%
Revenues - Fee	573,000	635,500	62,500	10.9%
Operating Fund Revenues	10,450,200	10,568,700	118,500	1.1%
Salaries, Wages, & Benefits	3,135,100	3,560,900	425,800	13.6%
Materials, Supplies, & Services	3,589,593	4,137,650	548,057	15.3%
Operation Expenditures*	6,724,693	7,698,550	973,857	14.5%
Operating Surplus (Deficit)	3,725,507	2,870,150	(855,357)	-23.0%
Other Income (Expense)	342,832	250,000	(92,832)	-27.1%
Total Surplus (Deficit)	4,068,339	3,120,150	(948,189)	-23.3%

FY2025 DEBT SERVICE AND RENEWAL & EXTENSION	FY2024 Projected	FY2025 Budget	FY2024 Projected /FY2025 Budget	%
<i>Funding Source Debt Service and Renewal & Extension</i>				
Current Year Operating Surplus	4,068,339	3,120,150	(948,189)	-23.3%
Debt Service and Renewal & Extension				
Debt Service Payment	1,593,300	1,591,800	(1,500)	-0.1%
Renewal & Extension (Crawford, Electrical, Mechanical)	128,000	300,000	172,000	134.4%
Sub-Total	1,721,300	1,891,800	170,500	

FY2025 CAPITAL PROJECTS	FY2024 Projected	FY2025 Budget	FY2024 Projected /FY2025 Budget	%
<i>Funding Source Capital Projects</i>				
Current Year Operating Surplus after Debt Service and Renewal & Extension	2,347,039	1,228,350	(1,118,689)	-47.7%
American Rescue Plan Funding	104,583	5,493,599	5,389,016	5152.9%
Use of Reserve Fund for Capital Projects	-	4,566,914	4,566,914	0.0%
Sub-Total	2,451,622	11,288,863	8,837,241	360.5%
Capital & Project	2,408,358	11,138,863	8,730,505	362.5%
Sub-Total	2,408,358	11,138,863	8,730,505	362.5%

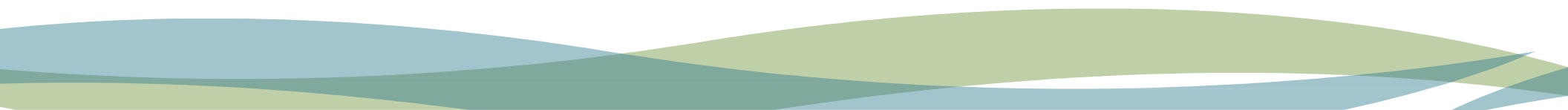
	43,264	150,000	106,736	246.7%
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* Cash-flow based budget. Does not include Depreciation expense & end of the year adjusting entries

7-YEAR CAPITAL IMPROVEMENT PLAN	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	Total
SOURCE OF FUNDS								
American Rescue Plan (ARP) Funding	5,493,599							5,493,599
Bonds/GEFA Loan		3,300,000	-	9,111,000	14,111,000	6,931,000	6,611,000	40,064,000
Fund balance/operating income - current year	5,645,264	1,930,000	889,000	404,000	534,000	1,359,000	310,000	11,071,264
Total Fund Source	11,138,863	5,230,000	889,000	9,515,000	14,645,000	8,290,000	6,921,000	56,628,863
CAPITAL PROJECTS								
<i>American Rescue Plan (ARP) Projects</i>								
PCWAS - Wastewater Treatment Facility Improvements	5,488,463							5,488,463
	5,488,463							5,488,463
COLLECTIONS SYSTEM								
Pipeline rehabilitation - HWY 54/74	1,080,000							1,080,000
Governor's Square sewer line - Phase 1	900,000							900,000
Pump station 38 stream crossing	87,700							87,700
Pump station rehabilitation	350,000							350,000
Fall protection program equipment	50,000	50,000	50,000					150,000
Replacement program: pumps, generators and small equipment	160,000	110,000	110,000	110,000	110,000	110,000	110,000	820,000
Skid steer (large) T86	135,000					135,000		270,000
Danfoss drives/controls		10,000	10,000	10,000	10,000	10,000		50,000
Composite ring and cover		19,000	19,000	19,000	19,000	19,000		95,000
Rolling Green pipeline rehabilitation		368,000						368,000
Dividend Drive pipeline rehabilitation		311,000						311,000
Alta pipeline rehabilitation		110,000						110,000
Clydesdale pipe rehabilitation		482,000						482,000
Pipeline sewer main rehabilitation				3,960,000	3,960,000	3,960,000	3,960,000	15,840,000
Pipeline / CIPP				2,376,000	2,376,000	2,376,000	2,376,000	9,504,000
Force main ice pigging				75,000	75,000	75,000	75,000	300,000
Manhole rehab/liner				200,000	200,000	200,000	200,000	800,000
Generators small, enclosure, fuel tank, automatic transfer switch					150,000			150,000
Vactor/jetter						385,000		385,000
Freightliner tanker						150,000		150,000
Generators large, enclosure, fuel tank, ATS						285,000		285,000
	2,762,700	1,460,000	189,000	6,750,000	6,900,000	7,705,000	6,721,000	32,487,700

7-YEAR CAPITAL IMPROVEMENT PLAN	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	Total
ROCKAWAY PLANT								
Replace floating decanter (6)	300,000							300,000
Construct new storage building	200,000							200,000
Disk filter valve replacement	60,000							60,000
Building upgrade	88,000		150,000					238,000
Plant equipment	69,600							69,600
Belt press rehabilitation	44,000							44,000
New permit upgrade	100,000	800,000						900,000
Multi-rake bar screens (2)	500,000							500,000
New sidewalks		25,000	25,000	25,000	25,000	25,000	25,000	150,000
Biosolids management system	100,000			2,000,000	7,000,000	-		9,100,000
	1,461,600	825,000	175,000	2,025,000	7,025,000	25,000	25,000	11,561,600
TURNER PLANT								
SCADA upgrade	100,000							100,000
Effluent pump rebuild	81,000							81,000
Disk filter valve replacement	60,000							60,000
Sludge pump & grinder	30,000							30,000
Building upgrade	28,100							28,100
Belt press rehabilitation	22,000							22,000
Plant equipment	48,000							48,000
New sidewalks		25,000	25,000	25,000	25,000	25,000	25,000	150,000
Stainless steel cover for the basin		160,000						160,000
New permit upgrade		500,000						500,000
Grit chamber replacement			350,000					350,000
Demolition and disposal of reject pond				500,000	500,000			1,000,000
	369,100	685,000	375,000	525,000	525,000	25,000	25,000	2,529,100

7-YEAR CAPITAL IMPROVEMENT PLAN	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	Total
ADMINISTRATION								
Financial software upgrade	35,000							35,000
Building upgrade	172,000							172,000
Phone system Replacement	20,000							20,000
Access switch replacement	60,000							60,000
Storage Replication	40,000							40,000
PC Replacement	15,000							15,000
SQL Server Upgrades	20,000							20,000
Program management fee ARPA projects	100,000							100,000
Contingency/capital	120,000	120,000	120,000	120,000	120,000	120,000	120,000	840,000
Contingency/ IT	30,000	30,000	30,000	30,000	30,000	30,000	30,000	210,000
	612,000	150,000	150,000	150,000	150,000	150,000	150,000	1,512,000
FLEET/MAINTENANCE								
Truck - Operations	50,000	45,000			45,000			140,000
Truck - Collections	120,000	65,000		65,000		65,000		315,000
Dump trucks				-		320,000		320,000
	170,000	110,000	-	65,000	45,000	385,000	-	775,000
LONG TERM PLANNING PROJECTS								
Huddleston road sewer line	200,000	2,000,000						2,200,000
Hip Pocket/Loblolly/Lake Peachtree sewer line	75,000	TBD	TBD	TBD	TBD	TBD	TBD	75,000
TOTAL PROJECT COSTS	11,138,863	5,230,000	889,000	9,515,000	14,645,000	8,290,000	6,921,000	56,628,863
American Rescue Plan (ARP) Funding								
Bonds/GEFA Loan								
Fund balance/operating income - current year								



Revenue Bond			
Fiscal Year	Principal	2013A Series Interest	Total
2024	1,385,000	208,300	1,593,300
2025	1,440,000	151,800	1,591,800
2026	1,505,000	92,900	1,597,900
2027	1,570,000	31,400	1,601,400
Total	5,900,000	484,400	6,384,400