



AGENDA

Regular Meeting – June 9, 2022
12:00 noon – GUC Board Room

Call to Order 12:00
[Chair Stoughton]

Ascertain Quorum
[Kelly Darden]

Acceptance of the Agenda
[Chair Stoughton]

Safety Brief
[Kevin Keyzer]

Recognition of Service as Commissioner: Minnie Anderson
[Tony Cannon]

Recognition of North Carolina Waterworks Operators Association Laboratory Analyst of the Year Award: Cheryl Irwin
[Randy Emory : Julius Patrick]

Consent Agenda

1. Approval of Minutes
[Chair Stoughton]

Regular Meeting: May 19, 2022

Action Items

2. Review of Monthly Financial Statement – May 31, 2022
[Jeff McCauley]

3. Recommended Award of Construction Contract for Forlines Pump Station Expansion, SCP-10230
[Randy Emory : David Springer]

4. Recommended Award of Construction Contract for Southeast Sewer Service Area Project, SCP-10221
[Randy Emory : David Springer]

5. Consideration of Resolution Authorizing Applications for Funding from the Infrastructure Investment and Jobs Act for Advanced Meter Infrastructure (AMI), Cybersecurity, Electric Vehicles (EV), Electric Infrastructure, and Natural Gas Distribution Infrastructure Safety and Modernization
[Andy Anderson]

Information Items

6. General Manager's Report
[Tony Cannon]
7. Board Chair's Remarks/Report
[Chair Stoughton]
8. Board Members' Remarks
[Board]

Notice of Upcoming Meetings/Functions:

[Chair Stoughton]

GUC Regular Meeting, Thursday, July 21, 2022, 12:00 noon

Closed Sessions

N.C.G.S. 143-318.11(a)(1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

N.C.G.S. 143-318.11(a)(6) To consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee.

Adjournment

[Chair Stoughton]

1:00



Agenda Item # 1

Meeting Date: June 9, 2022

Item:	Approval of Minutes
Contact:	Amy Wade
Explanation:	Regular Minutes: May 19, 2022
Strategic Plan Elements:	Strategic Themes: <ul style="list-style-type: none">• Exceptional Customer Service• Shaping Our Future Objectives: <ul style="list-style-type: none">• Exceeding customer expectations• Embracing change to ensure organizational alignment and efficiency Core Values: <ul style="list-style-type: none">• Exceed customers' expectations• Support the community• Deliver reliable services
Previous Board Actions:	N/A
Fiscal Note:	N/A
Recommended Action(s):	Approval of minutes as presented or amended

GREENVILLE UTILITIES COMMISSION

GREENVILLE, NORTH CAROLINA

Thursday, May 19, 2022

The Board of Commissioners of the Greenville Utilities Commission met in the Greenville Utilities Board Room in regular session at 12:00 noon with the following members, and others present, and Chair Stoughton presiding.

Commission Board Members Present:

Tommy Stoughton, Chair
Minnie J. Anderson
Kelly L. Darden, Jr.
Peter Geiger

Lindsey Griffin
Ann E. Wall
Ferrell L. Blount III
Kristin S. Braswell

Commission Staff Present:

Tony Cannon, General Manager/CEO
Chris Padgett
Jeff McCauley
Phil Dixon
John Worrell
Anthony Miller
Randy Emory
Richie Shreves
Andy Anderson
Scott Mullis
Colleen Sicley
David Springer

Lou Norris
Kelly Smith
Jonathan Britt
Tony Godwin
Amanda Wall
Caitlyn McLawhorn
Heather Manning
Kelly Powell
Molly Ortiz
Sandy Dail
Scott Brinson
Meredith Dent
Will James

Others Attending:

Rick Smiley, City Council Liaison; Ginger Livingston, The Daily Reflector; Aaron Long, Bradley Downs, and Trey Joyner City of Greenville Interns; David Ames, Lucy Fox, Molly Holdeman, Lisa Tyson, Ed Carter, Vivian Kennion, Jalind Lampa, and Herbert Godley Citizens of Greenville.

Chair Stoughton called the meeting to order. Secretary Darden ascertained that a quorum was present.

SAFETY BRIEF

Ms. Kelly Smith, Safety Culture Specialist, provided a safety brief and explained the plan of action should there be an emergency at today's meeting.

ACCEPTANCE OF THE AGENDA

A motion was made by Mr. Griffin, seconded by Dr. Braswell, to accept the agenda as presented. The motion carried unanimously.

Chair Stoughton welcomed the City of Greenville Interns, Aaron Long, Bradley Downs, and Trey Joyner. City Manager Ann Wall introduced the interns and shared a little about their program.

RECOGNITION OF FINANCE DEPARTMENT AWARDS

Mr. Jeff McCauley, Chief Financial Officer, announced that GUC was the recipient of the following Financial Department Awards:

Distinguished Budget Presentation Award

GUC received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for Fiscal Year 2021-22. This marks the 6th consecutive year GUC has earned the Distinguished Budget Award. The purpose of the program is to encourage and assist governments in preparing budgets of the highest quality for the benefit of its citizens and other parties with a vital interest in a government's budget process.

Certificate of Excellence in Financial Reporting

GUC received the GFOA Certificate of Excellence in Financial Reporting for Fiscal Year 2020 for the 12th consecutive year. The purpose of the program is to encourage and assist governments in preparing financial reports of the highest quality for the benefit of its citizens and other parties with a vital interest in a government's finances.

Award for Outstanding Achievement in Popular Annual Financial Reporting (PAFR)

GUC received the GFOA Award for Outstanding Achievement in Popular Annual Financial Reporting (PAFR) for Fiscal Year 2020 for the 6th consecutive year. The purpose of the program is to develop a readily accessible and easily understandable overview of the financial statements for the general public and other interested parties without a background in public finance.

Sustained Professional Purchasing Award

GUC received the Carolinas Association of Governmental Purchasing (CAGP) Sustained Professional Purchasing Award for demonstrating sustained excellence in purchasing standards for calendar year 2020 for the 10th consecutive year. GUC is one of 15 member agencies throughout North and South Carolina to receive the award.

Mr. McCauley recognized staff on the hours of hard work and thanked the Board for their leadership.

RECOGNITION OF WASTEWATER TREATMENT PLANT TEAM IN WATER ENVIRONMENT FEDERATION OPERATIONS CHALLENGE

Mr. Randy Emory, Director of Water Resources, stated that the Water Environment Federation (WEF) holds an Operations Challenge each year and he introduced Chris Hill, Wastewater Treatment Plant Operations Coordinator, to provide an update on this year's event. Mr. Hill announced that GUC's "Smooth Operators" team competed and won a 1st Place and 2nd Place Trophy at the "Carolina Nationals Brawl at the Beach 7" in Myrtle Beach, South Carolina, during the 2022 South Carolina Environmental Conference. The Operations Challenge included competition in events designed to test the diverse skills required for the operation and maintenance of wastewater facilities, collection systems, and laboratories.

The Smooth Operators team that competed was coached by Chris Hill, Wastewater Treatment Plant Operations Coordinator, and included Wastewater Treatment Plant Operators Bryon Orr (Captain), Julius Phillips, Kyle Meeks, Charlie Buck, and Steven Hedgepeth, who was not able to attend in person today.

The team will compete at the national championship division 2 this year at the Water Environment Federation's Annual Technical Exhibition and Conference (WEFTEC).

RECOGNITION OF NC DEPARTMENT OF LABOR SAFETY AWARDS

Safety Culture Specialist Kelly Smith stated that there are several recognitions for GUC for the North Carolina Department of Labor (NCDOL) Safety Awards. She stated that the NCDOL's Safety Awards Program recognizes private and public organizations throughout the state that maintain good safety records. The Greenville-Pitt County Chamber of Commerce along with NCDOL hosted the event for the eastern region on April 29, 2022, at the Holiday Inn. Seventeen employers came together to celebrate and GUC was honored to receive 11 awards in the Gold and Silver levels.

APPROVAL OF MINUTES (Agenda Item 1)

A motion was made by Mr. Darden, seconded by Dr. Braswell, to approve the April 21, 2022, Regular Meeting minutes as presented. The motion carried unanimously.

REVIEW OF MONTHLY FINANCIAL STATEMENT – APRIL 30, 2022 (Agenda Item 2)

April 30, 2022 Financial Statement:

Key financial metrics for the combined funds for the period ending April 30, 2022:

Operating Cash:	\$81,982,653	Days of Cash on Hand:	135
Less Current Liabilities:	(\$20,365,000)		
Fund Balance:	\$61,617,653		
Fund Balance Available for Appropriation:	23.2%	Days of Cash on Hand After Liabilities:	101
Average Investment Yield:	.97%		

Fund Equity/Deficit Before Transfers

	Current Month			Year to Date		
	Actual	Budget	Last Year	Actual	Budget	Last Year
Electric	\$339,404	(\$207,870)	\$1,329,677	\$2,892,177	\$412,628	\$5,937,695
Water	\$556,903	\$419,465	\$736,905	\$4,600,718	\$4,177,071	\$4,364,673
Sewer	\$450,185	\$140,922	\$449,953	\$3,263,224	\$986,647	\$3,326,532
Gas	\$181,948	\$433,214	\$86,585	\$506,165	\$1,208,814	\$3,922,621
Combined	\$1,528,440	\$785,731	\$2,603,120	\$11,262,284	\$6,785,160	\$17,551,521

Fund Equity/Deficit After Transfers

	Current Month			Year to Date		
	Actual	Budget	Last Year	Actual	Budget	Last Year
Electric	\$39,404	(\$207,870)	(\$1,670,323)	\$142,177	\$412,628	\$1,333,542
Water	\$56,903	\$4,467	(\$263,095)	\$490,718	\$12,065	\$862,973
Sewer	\$50,185	\$78,422	(\$550,047)	\$363,224	\$361,647	\$893,196
Gas	\$181,948	\$433,214	(\$1,913,415)	\$506,165	\$1,208,814	\$1,572,621
Combined	\$328,440	\$308,233	(\$4,396,880)	\$1,502,284	\$1,995,154	\$4,662,332

Mr. Jeff McCauley, Chief Financial Officer, provided a presentation on the Financial Statement for April 30, 2022.

The weather impact for the month of April 2022 indicated that the April Heating Degree Days were higher than last year, and the April Cooling Degree Days were a lower than last year. The April rainfall was approximately 1.56 inches which was more than last year. The portfolio earned .97 % for the month of April.

Overall year-to-date results through the end of April remain stable. The Electric Rate Stabilization Reserves are approximately \$24.6 million, and the Gas Rate Stabilization Reserves are \$4.0 million. The Operating Reserves are 1315 Days Cash on Hand, and Renewals and Replacements Reserves are approximately \$2.6 million. The Capital Project Funds Reserved for Existing and Future Capital Projects are approximately \$30.2 million.

After discussion, a motion was made by Ms. Wall, seconded Ms. Anderson, to accept the April 30, 2022 Financial Statement. The motion carried unanimously.

CONSIDERATION OF ADOPTION OF FY 2021-2022 BUDGET AMENDMENT (Agenda Item 3)

Mr. Tony Cannon, General Manager/CEO, stated in May of each year it is necessary to adopt a budget amendment to stay in compliance with the ordinance. Actual operating results for ten months of the fiscal year have been evaluated to derive year-end projections. Staff is proposing the fiscal year 2021-2022 budget be amended to reflect year-end projections and to amend certain capital project budgets.

Mr. McCauley provided a high-level overview of the FY 2021-2022 budget amendment that will need approval by City Council at its next meeting.

Major budgetary adjustments to the operating funds are listed below:

Revenues

Rates and Charges	\$592,505
Fees and Charges	405,973
Underground and Temporary Svc. Charges	(78,698)
Miscellaneous	1,917,428
Interest on Investments	(292,000)
FEMA/Insurance Reimbursement	130,808
Transfer from Capital Projects	296,096
Transfer from Rate Stabilization	<u>(2,566,000)</u>
Total	\$406,112

Expenditures

Operations	\$477,746
Purchased Power	(6,325,440)
Purchased Gas	3,023,360
Capital Outlay	590,301
Debt Service	(300,549)
Street Light Reimbursement	71,920
Transfer to Capital Projects	2,850,000
Operating Contingencies	<u>18,774</u>
Total	\$406,112

Major changes to capital projects are listed below:

- a. The revenues anticipated to be available to complete the projects are amended as follows:

Revenue Description	Budget	Change	Revised
Proceeds from long-term debt	\$11,375,000	\$25,382,660	\$36,757,660
Capital projects fund balance	\$5,501,622	\$2,834,340	\$8,335,962
Developer contributions	\$0	\$1,750,000	\$1,750,000
System development fees	\$0	\$200,000	\$200,000
Acreage fees	\$1,055,136	\$0	\$1,055,136
Capacity fees	\$2,158,902	\$0	\$2,158,902
	<u>\$20,090,660</u>	<u>\$30,167,000</u>	<u>\$50,257,660</u>

- b. The amounts appropriated for the projects are amended as follows:

Project #	Project Name	Current Budget	Amendment	Proposed Budget
ECP10219	Peak Shaving Generator Replacements	6,000,000	9,500,000	15,500,000
ECP10220	Transmission Structure Replacements	2,000,000	3,292,000	5,292,000
	Water Distribution System			
WCP10030	Improvements	500,000	5,750,000	6,250,000
WCP10036	Elm Street Water Main Relocations	375,000	200,000	575,000
SCP10221	Southeast Sewer Service Area Project	3,000,000	4,000,000	7,000,000
SCP10230	Forlines Pump Station Expansion	2,250,000	200,000	2,450,000
SCP10233	WWTP Headworks Improvements	4,640,660	-	4,640,660
SCP10243	Elm Street Sewer Pipeline Relocations	325,000	225,000	550,000
GCP92	LNG Expansion Project	<u>1,000,000</u>	<u>7,000,000</u>	<u>8,000,000</u>
	Total	<u>\$20,090,660</u>	<u>\$30,167,000</u>	<u>\$50,257,660</u>

**GREENVILLE UTILITIES COMMISSION
REVENUE AND EXPENDITURES
ALL FUNDS**

	<u>2021-2022 Budget</u>	<u>2021-2022 Change</u>	<u>2021-2022 Revised</u>
REVENUE:			
Rates & Charges	\$ 262,212,774	\$ 592,505	\$ 262,805,279
Fees & Charges	2,138,534	405,973	2,544,507
U. G. & Temporary Service Charges	478,406	(78,698)	399,708
Miscellaneous	1,943,564	1,917,428	3,860,992
Interest on Investments	750,000	(292,000)	458,000
FEMA/Insurance Reimbursement	-	130,808	130,808
Transfer from Capital Projects	-	296,096	296,096
Transfer from Rate Stabilization	4,356,000	(2,566,000)	1,790,000
	<u><u>\$ 271,879,278</u></u>	<u><u>\$ 406,112</u></u>	<u><u>\$ 272,285,390</u></u>

EXPENDITURES:

Operations	\$ 75,742,640	\$ 477,746	\$ 76,220,386
Purchased Power	134,562,665	(6,325,440)	128,237,225
Purchased Gas	22,617,414	3,023,360	25,640,774
Capital Outlay	12,704,156	590,301	13,294,457
Debt Service	13,122,352	(300,549)	12,821,803
City Turnover - General	5,690,643	-	5,690,643
Street Light Reimbursement	888,788	71,920	960,708
Transfer to OPEB Trust	500,000	-	500,000
Transfer to Capital Projects	5,500,000	2,850,000	8,350,000
Operating Contingencies	550,620	18,774	569,394
	<u><u>\$ 271,879,278</u></u>	<u><u>\$ 406,112</u></u>	<u><u>\$ 272,285,390</u></u>

**GREENVILLE UTILITIES COMMISSION
REVENUE AND EXPENDITURES
ELECTRIC FUND**

	<u>2021-2022 Budget</u>	<u>2021-2022 Change</u>	<u>2021-2022 Revised</u>
REVENUE:			
Rates & Charges	\$ 178,868,362	\$ (3,468,827)	\$ 175,399,535
Fees & Charges	1,113,196	187,326	1,300,522
U. G. & Temporary Service Charges	464,806	(85,098)	379,708
Miscellaneous	1,492,616	1,566,780	3,059,396
Interest on Investments	450,000	(170,000)	280,000
FEMA/Insurance Reimbursement	-	70,637	70,637
Transfer from Rate Stabilization	2,500,000	(2,500,000)	-
	<u><u>\$ 184,888,980</u></u>	<u><u>\$ (4,399,182)</u></u>	<u><u>\$ 180,489,798</u></u>

EXPENDITURES:

Operations	\$ 32,256,728	\$ (414,817)	\$ 31,841,911
Purchased Power	134,562,665	(6,325,440)	128,237,225
Capital Outlay	8,337,276	431,166	8,768,442
Debt Service	4,332,236	(16,176)	4,316,060
City Turnover - General	4,020,920	-	4,020,920
Street Light Reimbursement	888,788	71,920	960,708
Transfer to OPEB Trust	275,000	-	275,000
Transfer to Capital Projects	-	1,850,000	1,850,000
Operating Contingencies	215,367	4,165	219,532
	<u>\$ 184,888,980</u>	<u>\$ (4,399,182)</u>	<u>\$ 180,489,798</u>

**GREENVILLE UTILITIES COMMISSION
REVENUE AND EXPENDITURES
WATER FUND**

	<u>2021-2022 Budget</u>	<u>2021-2022 Change</u>	<u>2021-2022 Revised</u>
REVENUE:			
Rates & Charges	\$ 23,175,014	\$ 400,020	\$ 23,575,034
Fees & Charges	438,393	139,527	577,920
U. G. & Temporary Service Charges	13,600	6,400	20,000
Miscellaneous	185,348	186,024	371,372
Interest on Investments	80,000	(28,000)	52,000
FEMA/Insurance Reimbursement	-	20,929	20,929
	<u>\$ 23,892,355</u>	<u>\$ 724,900</u>	<u>\$ 24,617,255</u>

EXPENDITURES:

Operations	\$ 15,718,279	\$ 332,837	\$ 16,051,116
Capital Outlay	1,088,430	42,634	1,131,064
Debt Service	2,226,903	72,045	2,298,948
Transfer to OPEB Trust	75,000	-	75,000
Transfer to Capital Projects	4,750,000	150,000	4,900,000
Operating Contingencies	33,743	127,384	161,127
	<u>\$ 23,892,355</u>	<u>\$ 724,900</u>	<u>\$ 24,617,255</u>

**GREENVILLE UTILITIES COMMISSION
REVENUE AND EXPENDITURES
SEWER FUND**

	<u>2021-2022 Budget</u>	<u>2021-2022 Change</u>	<u>2021-2022 Revised</u>
REVENUE:			
Rates & Charges	\$ 23,389,861	\$ 583,136	\$ 23,972,997
Fees & Charges	422,785	63,500	486,285
Miscellaneous	130,963	43,353	174,316
Interest on Investments	80,000	(29,000)	51,000
FEMA/Insurance Reimbursement	-	20,929	20,929
	<u><u>\$ 24,023,609</u></u>	<u><u>\$ 681,918</u></u>	<u><u>\$ 24,705,527</u></u>
EXPENDITURES:			
Operations	\$ 16,235,945	\$ 258,654	\$ 16,494,599
Capital Outlay	1,708,730	8,165	1,716,895
Debt Service	5,039,943	(352,528)	4,687,415
Transfer to OPEB Trust	75,000	-	75,000
Transfer to Capital Projects	750,000	850,000	1,600,000
Operating Contingencies	213,991	(82,373)	131,618
	<u><u>\$ 24,023,609</u></u>	<u><u>\$ 681,918</u></u>	<u><u>\$ 24,705,527</u></u>

**GREENVILLE UTILITIES COMMISSION
REVENUE AND EXPENDITURES
GAS FUND**

	<u>2021-2022 Budget</u>	<u>2021-2022 Change</u>	<u>2021-2022 Revised</u>
REVENUE:			
Rates & Charges	\$ 36,779,537	\$ 3,078,176	\$ 39,857,713
Fees & Charges	164,160	15,620	179,780
Miscellaneous	134,637	121,271	255,908
Interest on Investments	140,000	(65,000)	75,000
FEMA/Insurance Reimbursement	-	18,313	18,313
Transfer from Capital Projects	-	296,096	296,096
Transfer from Rate Stabilization	1,856,000	(66,000)	1,790,000
	<u><u>\$ 39,074,334</u></u>	<u><u>\$ 3,398,476</u></u>	<u><u>\$ 42,472,810</u></u>
EXPENDITURES:			
Operations	\$ 11,531,688	\$ 301,072	\$ 11,832,760
Purchased Gas	22,617,414	3,023,360	25,640,774
Capital Outlay	1,569,720	108,336	1,678,056
Debt Service	1,523,270	(3,890)	1,519,380
City Turnover	1,669,723	-	1,669,723
Transfer to OPEB Trust	75,000	-	75,000
Operating Contingencies	87,519	(30,402)	57,117
	<u><u>\$ 39,074,334</u></u>	<u><u>\$ 3,398,476</u></u>	<u><u>\$ 42,472,810</u></u>

Project #	Project Name	Current Budget	Amendment	Proposed Budget
ECP10219	Peak Shaving Generator Replacements	6,000,000	9,500,000	15,500,000
ECP10220	Transmission Structure Replacements	2,000,000	3,292,000	5,292,000
WCP10030	Water Distribution System Improvements	500,000	5,750,000	6,250,000
WCP10036	Elm Street Water Main Relocations	375,000	200,000	575,000
SCP10221	Southeast Sewer Service Area Project	3,000,000	4,000,000	7,000,000
SCP10230	Forlines Pump Station Expansion	2,250,000	200,000	2,450,000
SCP10233	WWTP Headworks Improvements	4,640,660	-	4,640,660
SCP10243	Elm Street Sewer Pipeline Relocations	325,000	225,000	550,000
GCP92	LNG Expansion Project	1,000,000	7,000,000	8,000,000
	Total	<u>20,090,660</u>	<u>30,167,000</u>	<u>50,257,660</u>

**Greenville Utilities Commission
Capital Project Budget
As of May 19, 2022**

Project Name	Current Budget	Change	Revised Budget
ECP10219 Peak Shaving Generator Replacements			
Revenues:			
Long-Term Debt	\$6,000,000	\$9,500,000	\$15,500,000
Total Revenue	<u>\$6,000,000</u>	<u>\$9,500,000</u>	<u>\$15,500,000</u>
Expenditures:			
Project Costs	\$6,000,000	\$9,500,000	\$15,500,000
Total Expenditures	<u>\$6,000,000</u>	<u>\$9,500,000</u>	<u>\$15,500,000</u>

**Greenville Utilities Commission
Capital Project Budget
As of May 19, 2022**

Project Name	Current Budget	Change	Revised Budget
ECP10220 Transmission Structure Replacements			
Revenues:			
Long-Term Debt	\$1,500,000	\$2,292,000	\$3,792,000
Capital Projects Fund Balance	\$ 500,000	\$1,000,000	\$1,500,000
Total Revenue	<u>\$2,000,000</u>	<u>\$3,292,000</u>	<u>\$5,292,000</u>
Expenditures:			
Project Costs	\$2,000,000	\$3,292,000	\$5,292,000
Total Expenditures	<u>\$2,000,000</u>	<u>\$3,292,000</u>	<u>\$5,292,000</u>

**Greenville Utilities Commission
Capital Project Budget
As of May 19, 2022**

Project Name	Current Budget	Change	Revised Budget
WCP10030 Water Distribution System Improvements			
Revenues:			
Long-Term Debt	\$ -	\$5,750,000	\$5,750,000
Capital Projects Fund Balance	\$500,000	\$ -	\$ 500,000
Total Revenue	\$500,000	\$5,750,000	\$6,250,000
Expenditures:			
Project Costs	\$500,000	\$5,750,000	\$6,250,000
Total Expenditures	\$500,000	\$5,750,000	\$6,250,000

**Greenville Utilities Commission
Capital Project Budget
As of May 19, 2022**

Project Name	Current Budget	Change	Revised Budget
WCP10036 Elm Street Water Main Relocations			
Revenues:			
Long-Term Debt	\$375,000	\$200,000	\$575,000
Total Revenue	\$375,000	\$200,000	\$575,000
Expenditures:			
Project Costs	\$375,000	\$200,000	\$575,000
Total Expenditures	\$375,000	\$200,000	\$575,000

**Greenville Utilities Commission
Capital Project Budget
As of May 19, 2022**

Project Name	Current Budget	Change	Revised Budget
SCP10221 Southeast Sewer Service Area Project			
Revenues:			
Capital Projects Fund Balance	\$1,944,864	\$2,250,000	\$4,194,864
Developer Contributions	\$ -	\$1,750,000	\$1,750,000
Acreage Fees	\$1,055,136	\$ -	\$1,055,136
Total Revenue	\$3,000,000	\$4,000,000	\$7,000,000
Expenditures:			
Project Costs	\$3,000,000	\$4,000,000	\$7,000,000
Total Expenditures	\$3,000,000	\$4,000,000	\$7,000,000

**Greenville Utilities Commission
Capital Project Budget
As of May 19, 2022**

Project Name	Current Budget	Change	Revised Budget
SCP10230 Forlines Pump Station Expansion			
Revenues:			
Capital Projects Fund Balance	\$ 91,098	\$ -	\$ 91,098
Capacity Fees	\$2,158,902	\$ -	\$ 2,158,902
System Development Fees	\$ -	\$200,000	\$ 200,000
Total Revenue	\$2,250,000	\$200,000	\$ 2,450,000
Expenditures:			
Project Costs	\$2,250,000	\$200,000	\$ 2,450,000
Total Expenditures	\$2,250,000	\$200,000	\$ 2,450,000

**Greenville Utilities Commission
Capital Project Budget
As of May 19, 2022**

Project Name	Current Budget	Change	Revised Budget
SCP10233 WWTP Headworks Improvements			
Revenues:			
Long-Term Debt	\$2,500,000	\$ 2,140,660	\$4,640,660
Capital Projects Fund Balance	\$2,140,660	\$(2,140,660)	\$ -
Total Revenue	\$4,640,660	\$ -	\$4,640,660
Expenditures:			
Project Costs	\$4,640,660	\$ -	\$4,640,660
Total Expenditures	\$4,640,660	\$ -	\$4,640,660

**Greenville Utilities Commission
Capital Project Budget
As of May 19, 2022**

Project Name	Current Budget	Change	Revised Budget
SCP10243 Elm Street Sewer Pipeline Relocations			
Revenues:			
Capital Projects Fund Balance	\$325,000	\$225,000	\$550,000
Total Revenue	\$325,000	\$225,000	\$550,000
Expenditures:			
Project Costs	\$325,000	\$225,000	\$550,000
Total Expenditures	\$325,000	\$225,000	\$550,000

**Greenville Utilities Commission
Capital Project Budget
As of May 19, 2022**

Project Name	Current Budget	Change	Revised Budget
GCP92 LNG Expansion Project			
Revenues:			
Long-Term Debt	\$ 1,000,000	\$5,500,000	\$6,500,000
Capital Projects Fund Balance	\$ -	\$1,500,000	\$1,500,000
Total Revenue	\$ 1,000,000	\$7,000,000	\$8,000,000
Expenditures:			
Project Costs	\$ 1,000,000	\$7,000,000	\$8,000,000
Total Expenditures	\$ 1,000,000	\$7,000,000	\$8,000,000

ORDINANCE NO. 22-
CITY OF GREENVILLE, NORTH CAROLINA
TO AMEND THE GREENVILLE UTILITIES COMMISSION 2021-22 BUDGET, AND
TO AMEND VARIOUS CAPITAL PROJECT BUDGETS
THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA, DOES ORDAIN:

Section I. Estimated Net Revenues and Fund Balances. It is estimated that the following non-tax revenues and fund balances will be available during the fiscal year beginning July 1, 2021 and ending June 30, 2022 to meet the subsequent expenditures according to the following schedules:

<u>Revenues</u>	<u>Budget</u>	<u>Change</u>	<u>Revised</u>
A. <u>Electric Fund</u>			
Rates & Charges	\$178,868,362	(\$3,468,827)	\$175,399,535
Fees & Charges	1,578,002	102,228	1,680,230
Miscellaneous	1,492,616	1,566,780	3,059,396
Interest on Investments	450,000	(170,000)	280,000
FEMA/Insurance Reimbursement	0	70,637	70,637
Transfer from Rate Stabilization	2,500,000	(2,500,000)	0
Total Electric Fund Revenue	\$184,888,980	(\$4,399,182)	\$180,489,798
B. <u>Water Fund</u>			
Rates & Charges	\$23,175,014	\$400,020	\$23,575,034
Fees & Charges	451,993	145,927	597,920
Miscellaneous	185,348	186,024	371,372
Interest on Investments	80,000	(28,000)	52,000
FEMA/Insurance Reimbursement	0	20,929	20,929
Total Water Fund Revenue	\$23,892,355	\$724,900	\$24,617,255
C. <u>Sewer Fund</u>			
Rates & Charges	\$23,389,861	\$583,136	\$23,972,997
Fees & Charges	422,785	63,500	486,285
Miscellaneous	130,963	43,353	174,316
Interest on Investments	80,000	(29,000)	51,000
FEMA/Insurance Reimbursement	0	20,929	20,929
Total Sewer Fund Revenue	\$24,023,609	\$681,918	\$24,705,527

D. Gas Fund

Rates & Charges	\$36,779,537	\$3,078,176	\$39,857,713
Fees & Charges	164,160	15,620	179,780
Miscellaneous	134,637	121,271	255,908
Interest on Investments	140,000	(65,000)	75,000
FEMA/Insurance Reimbursement	0	18,313	18,313
Transfer from Capital Projects	0	296,096	296,096
Transfer from Rate Stabilization	1,856,000	(66,000)	1,790,000
Total Gas Fund Revenue	\$39,074,334	\$3,398,476	\$42,472,810
Total Revenues	\$271,879,278	\$406,112	\$272,285,390

Section II. Expenditures. The following amounts are hereby estimated for the Greenville Utilities Commission to be expended for managing, operating, improving, maintaining, and extending electric, water, sewer and gas utilities during the fiscal year beginning July 1, 2021 and ending on June 30, 2022, according to the following schedules:

<u>Expenditures</u>	<u>Budget</u>	<u>Change</u>	<u>Revised</u>
Electric Fund	\$184,888,980	(\$4,399,182)	\$180,489,798
Water Fund	23,892,355	724,900	24,617,255
Sewer Fund	24,023,609	681,918	24,705,527
Gas Fund	39,074,334	3,398,476	42,472,810
Total Expenditures	\$271,879,278	\$406,112	\$272,285,390

Section III. Capital Projects. The following Capital Project Budgets previously established are hereby amended.

(a) The revenues anticipated to be available to complete the projects are amended as follows.

<u>Line #</u>	<u>Revenue Description</u>	<u>Budget</u>	<u>Change</u>	<u>Revised</u>
1	Proceeds from long-term debt	\$11,375,000	\$25,382,660	\$36,757,660
2	Capital projects fund balance	5,501,622	2,834,340	8,335,962
3	Developer contributions	0	1,750,000	1,750,000
4	System development fees	0	200,000	200,000
5	Acreage fees	1,055,136	0	1,055,136
6	Capacity fees	2,158,902	0	2,158,902
7		\$20,090,660	\$30,167,000	\$50,257,660

(b) The amounts appropriated for the projects are amended as follows:

<u>Project Description</u>		<u>Budget</u>	<u>Change</u>	<u>Revised</u>
8	ECP10219 Peak Shaving Generator Replacements	\$6,000,000	\$9,500,000	\$15,500,000
9	ECP10220 Transmission Structure Replacements	2,000,000	3,292,000	5,292,000
10	WCP10030 Water Distribution System Improvements	500,000	5,750,000	6,250,000
11	WCP10036 Elm Street Water Main Relocations	375,000	200,000	575,000
12	SCP10221 Southeast Sewer Service Area Project	3,000,000	4,000,000	7,000,000
13	SCP10230 Forlines Pump Station Expansion	2,250,000	200,000	2,450,000
14	SCP10233 WWTP Headworks Improvements	4,640,660	0	4,640,660
15	SCP10243 Elm Street Sewer Pipeline Relocations	325,000	225,000	550,000
16	GCP92 LNG Expansion Project	1,000,000	7,000,000	8,000,000

(c) The capital project revenues and expenditures authorizations shall extend from year to year until each project is completed.

Section IV. Amendments.

(a) Pursuant to General Statutes 159-15, these budgets may be amended by submission of proposed changes to the City Council.

(b) Notwithstanding Subsection (a) above, the General Manager/CEO of Greenville Utilities Commission is authorized to transfer funds from one appropriation to another in an amount not to exceed \$100,000. Any such transfers shall be reported to the Greenville Utilities Commission and the City Council at their next regular meeting and shall be entered in the minutes.

(c) In case of emergency which threatens the lives, health, or safety of the public, the General Manager/CEO may authorize expenditures in an amount necessary to meet the emergency so long as the expenditure(s) is/are reported to the Greenville Utilities Commission as soon as possible, and appropriate budget amendments are submitted to the City Council, if necessary, at its next meeting.

(d) Capital Projects listed in section III may be amended on an individual project basis.

Section V: Distribution. Copies of this ordinance shall be furnished to the General Manager/CEO and the Chief Financial Officer of the Greenville Utilities Commission, and the Director of Financial Services of the City of Greenville to be kept on file by them for their direction in the disbursement of funds.

Adopted this the 23rd day of May, 2022.

P. J. Connelly, Mayor

Attest:

Valerie Shiuwegar, City Clerk

**RESOLUTION RECOMMENDING TO THE CITY COUNCIL
ADOPTION OF A RESOLUTION PROVIDING FOR THE
REIMBURSEMENT TO THE GREENVILLE UTILITIES COMMISSION,
OF THE CITY OF GREENVILLE, NORTH CAROLINA, A BODY POLITIC
DULY CHARTERED BY THE STATE OF NORTH CAROLINA, FROM THE
PROCEEDS OF ONE OR MORE FINANCING(S) FOR THE EXPENDITURE OF
FUNDS FOR CERTAIN IMPROVEMENTS TO THE COMBINED ENTERPRISE
SYSTEM**

WHEREAS, in accordance with Chapter 861 of the 1991 Session Laws of North Carolina, the Greenville Utilities Commission (the "Commission") has been created for the proper management of the public utilities of the City of Greenville, North Carolina (the "City"), comprising an electric system, a natural gas system, a sanitary sewer system and a water system within and without the corporate limits of the City, (collectively the "Combined Enterprise System") with responsibility for the entire supervision and control of the management, operation, maintenance, improvement and extension of the Combined Enterprise System;

WHEREAS, Section 1.150-2 of the Treasury Regulations prescribes specific procedures which will be applicable to certain bonds, notes or other indebtedness ("Debt") issued by or on behalf of the Commission and the City including, without limitation, a requirement that the City declare official intent to reimburse certain expenditures with proceeds of Debt to be incurred prior to, or within sixty (60) days of, payment of the expenditures to be reimbursed;

WHEREAS, the Commission has identified certain improvements (the “Additional Improvements”) to the Combined Enterprise System that have been and must be funded from available funds pending reimbursement from the proceeds of Debt to be issued for such purposes;

WHEREAS, the Additional Improvements consist of peak shaving generator replacements, transmission structure replacements, water distribution improvements, water main and sewer pipeline relocations, sewer facility expansions, wastewater treatment plant headworks improvements, and a LNG expansion project; now, therefore,

BE IT RESOLVED BY THE GREENVILLE UTILITIES COMMISSION as follows;

1. The City is hereby requested to give favorable consideration to and pass the proposed resolution, which resolution (the "Reimbursement Resolution") effectively would provide for the reimbursement to the Commission from the proceeds of one or more Debt financing(s) (estimated to be \$50,257,660) for certain expenditures for the Additional Improvements made not more than 60 days prior to the adoption of the Reimbursement Resolution, the Commission having determined that such adoption will be in the best interests of the Combined Enterprise System.

2. This resolution shall take effect immediately upon its passage, and a certified copy thereof shall be provided to the City Clerk for presentation to the City Council at its next regularly scheduled meeting.

Adopted this the 19th day of May, 2022.

/s/ Tommy Stoughton, Chair

ATTEST:

/s/ Kelly L. Darden, Jr.
Secretary

APPROVED AS TO FORM:

/s/ Phillip R. Dixon
General Counsel

RESOLUTION NO. _____
RESOLUTION DECLARING THE INTENTION OF THE
CITY COUNCIL OF THE CITY OF GREENVILLE TO REIMBURSE THE
GREENVILLE UTILITIES COMMISSION, OF THE CITY OF GREENVILLE, NORTH
CAROLINA, A BODY POLITIC DULY CHARTERED BY THE STATE OF NORTH
CAROLINA, FROM THE PROCEEDS OF ONE OR MORE FINANCING(S) FOR
CERTAIN EXPENDITURES MADE AND TO BE MADE IN CONNECTION WITH THE
ACQUISITION AND CONSTRUCTION OF CERTAIN IMPROVEMENTS

WHEREAS, in accordance with Chapter 861 of the 1991 Session Laws of North Carolina, the Greenville Utilities Commission (the “Commission”) has been created for the proper management of the public utilities of the City of Greenville, North Carolina (the “City”), comprising an electric system, a natural gas system, a sanitary sewer system and a water system within and without the corporate limits of the City, (collectively the “Combined Enterprise System”) with responsibility for the entire supervision and control of the management, operation, maintenance, improvement and extension of the Combined Enterprise System; and

WHEREAS, Section 1.150-2 of the Treasury Regulations (the “Regulations”) prescribes specific procedures which will be applicable to certain bonds, notes or other indebtedness (“Debt”) issued by or on behalf of the Commission and the City including, without limitation, a requirement that the City declare official intent to reimburse certain expenditures with proceeds of Debt to be incurred prior to, or within sixty (60) days of, payment of the expenditures to be reimbursed;

WHEREAS, the Commission has determined to pay certain expenditures (the "Expenditures") incurred no more than 60 days prior to the date hereof and thereafter relating to the acquisition and construction of certain improvements (collectively, the "Additional Improvements") more fully described below;

WHEREAS, the Additional Improvements consist of peak shaving generator replacements, transmission structure replacements, water distribution improvements, water main and sewer pipeline relocations, sewer facility expansions, wastewater treatment plant headworks improvements, and a LNG expansion project; and

WHEREAS, the City Council of the City has determined that those moneys previously advanced by the Commission no more than 60 days prior to the date hereof to pay such Expenditures are available only on a temporary period and that it is necessary to reimburse the Commission for the Expenditures from the proceeds of one or more issues of Debt;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL as follows:

Section 1. The City hereby declares concurrence with the Commission's intent to reimburse the Commission from the proceeds of the Debt for the Expenditures made with respect to the Additional Improvements no more than 60 days prior to the date hereof and thereafter.

Section 2. Each Expenditure was or will be either (a) of a type chargeable to capital account under general federal income tax principles (determined as of the date of the Expenditures), (b) the cost of issuance with respect to the Debt, (c) a non-recurring item that is not customarily payable from current revenues of the Combined Enterprise System, or (d) a grant to a party that is not related to or an agent of the Commission or City so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Commission or City.

Section 3. The principal amount of the Debt estimated to be issued to reimburse the Commission for Expenditures for the Improvements is estimated to be not more than \$50,257,660.

Section 4. The Commission and the City will make a reimbursement allocation, which is a written allocation by the Commission and the City that evidences the Commission's use of proceeds of the Debt to reimburse an Expenditure no later than 18 months after the later of the date on which such Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The City recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, certain de minimis amounts, (expenditures by "small issuers" based on the year of issuance and not the year of expenditure), and expenditures for construction projects of at least 5 years.

Section 5. This declaration of official intent is made pursuant to Section 1.150-2 of the Treasury Regulations.

Section 6. The resolution shall take effect immediately upon its passage.

Adopted this the 23rd day of May, 2022.

/s/ P. J. Connelly, Mayor

ATTEST:

/s/ Valerie Shiuwegar
City Clerk

After consideration of the foregoing resolution, Council member _____ moved for the passage thereof, which motion was duly seconded by Council member _____ and the foregoing resolution was passed by the following vote:

Ayes: _____

Noes: _____.

* * * * *

I, Valerie Shiuwegar, Clerk of the City of Greenville, North Carolina DO HEREBY CERTIFY that the foregoing accurately reflects the proceedings as recorded in the minutes of the City Council of said City at a meeting held on 23rd day of May, 2022 and contains the verbatim text of Resolution No. __-22 which was duly adopted by said City Council at said meeting.

WITNESS my hand and the official seal of said City, this 23rd day of May, 2022.

City Clerk

[SEAL]

After discussion, a motion was made by Mr. Geiger, seconded by Mr. Griffin, to adopt the FY 2021-2022 budget amendment and reimbursement resolution which includes certain capital projects budget amendments as shown and recommend similar action by City Council. The motion carried unanimously.

CONSIDERATION OF ADOPTION OF FY 2022-2023 BUDGET (Agenda Item 4)

Mr. Cannon reminded the Board that at the April 21, 2022 Board meeting, the preliminary FY 2022-23 budget was adopted, and he stated that the only updates since that time are changes related to the increase in cost of natural gas. The \$274 million preliminary budget is increased to \$287 million due to this increase in gas cost.

Highlights of the FY 2022-23 proposed budget are listed below:

- Expenditures budgeted for FY 2022-23 have increased by 8.4%, or \$22.3M, when compared to the FY 2021-22 original budget. Key points are:
 - \$6.8M increase in operations
 - \$482K decrease in purchased power
 - \$1.9M increase in capital outlay
 - \$15.3M increase in purchased gas
 - \$447K decrease in debt service
 - \$500K decrease in transfers to capital projects
 - \$650K decrease in transfers to rate stabilization
- No rate adjustment for the Electric Fund
- 3.1% rate increase for the Water Fund, a 3.5% reduction from last year's forecast
- No rate adjustment for the Sewer Fund
- 2.7% rate increase for the Gas Fund, a 2.7% increase from last year's forecast
- Funding for a 4% employee merit/market adjustment
- Funding for a 3% increase in salaries as the result of upcoming pay study
- Continuation of a self-insured health insurance plan which includes a high deductible Health Savings Account option
- Continuation of self-insured dental insurance plan
- Funding to hire replacements prior to the retirement of key personnel to facilitate succession planning, leverage the knowledge and experience of long-term employees for training on critical issues and ensure smooth transitions
- Eight new permanent positions and one new part-time intern position to address increased workload
- Continuation of investment in the Greenville ENC Alliance to promote economic development in our region
- Transfer to Other Post-Employment Benefits (OPEB) of \$500K
- Transfer of \$150K to City's Housing Energy Conservation Program

- Investment of \$14.6M for capital outlay to maintain system reliability and comply with regulatory requirements
- Annual turnover or transfer of \$7.0M to the City of Greenville in accordance with the Charter issued by the North Carolina General Assembly

Highlights of the FY 2022-23 capital budget are listed below:

- GUC continues to make investments in capital projects to maintain reliability, meet ongoing regulatory requirements, and remain strategically positioned to facilitate growth. To that end, in FY 2022-23, GUC will be establishing capital projects totaling \$8.0M.

Project Type	Project Description	Project Amount
Finance	NOC Building 1	\$2,000,000
IT	Customer Care & Billing Software Upgrade	\$4,500,000
Sewer	Frog Level Pump Station Improvements	\$1,500,000
	Total	\$8,000,000

After discussion, a motion was made by Mr. Geiger, seconded by Dr. Braswell, to adopt the proposed FY 2022-2023 budget and include it in the City’s overall budget as well as adopt the associated reimbursement resolutions and recommend similar action by City Council. The motion carried unanimously.

DECLARATION OF OLD OPERATIONS CENTER ON MUMFORD ROAD AS SURPLUS TO THE NEEDS OF GREENVILLE UTILITIES COMMISSION (Agenda Item 5)

Mr. Cannon announced that staff currently working at the old Mumford Road Operations Center are being moved out ahead of this year’s hurricane season. Human Resources staff are moving this week to the GUC Red Banks Road facility. The Fleet Operations and staff will be moved into their new Fleet Building at the New Operations Center on Highway 43 in a couple of weeks. The Buildings and Grounds group have moved to space at the New Operations Center. Once the Mumford Road location is completely vacated, the property would be surplus to the needs of GUC and the property can be marketed.

Prior to the construction of a New Operations Center, Greenville Utilities Commission (GUC) owned and operated an Operations Center at 801 Mumford Road which consists of twelve (12) separate parcels of land acquired over a period of time denominated as Tax Parcel No. 28948, Tax Parcel No. 16494, Tax Parcel No. 16145, Tax Parcel No. 01791, Tax Parcel No. 23655, Tax Parcel No. 23656, Tax Parcel No. 16882, Tax Parcel No. 16878, Tax Parcel No. 16884, Tax Parcel No. 32669, Tax Parcel No. 23579, and Tax Parcel No. 49156. These parcels are currently titled in the name of the City of Greenville for the use and benefit of Greenville Utilities Commission. It is anticipated that all operations at the Old Operations Center will cease during the first week in June of this year and this property will no longer be in governmental use. This low-lying area has been prone to flooding and it is currently surplus to the needs of GUC and not generating any revenue for GUC. A possible future sale of the property could generate substantial revenue, but in order for a sale to take place, a determination will have to be made by the Governing Board of GUC that the property is no longer needed by GUC.

Ms. Wall inquired about bids for the property. Mr. Cannon added that the best way for GUC is to go with the Upset Bid process. Once an offer/bid is made, the property would be advertised for upset. He also mentioned that it is in best interest to sell the property rather than to lease it.

A motion was made by Dr. Braswell, seconded by Ms. Wall, to declare such property to be surplus to the needs of GUC and request approval of such a declaration by the City of Greenville so as to authorize a possible future sale of the subject property. The motion carried unanimously.

GENERAL MANAGER’S/CEO REPORT (Agenda Item 6)

1. Informational Reading

Request for Proposals, Bids, Statistical Data Report, Sewer Spill Tracking Report, Load Management Report, and PGA Report were provided.

The following Ranking of Proposals and Bids awarded by the General Manager/CEO during the past month were reported for information:

GREENVILLE UTILITIES COMMISSION

RANKING OF PROPOSALS RECEIVED

ONE COLOR COPIER
MARCH 31, 2022 @ 4:00 PM

VENDOR PROPOSAL RANKING
System Business Equipment *
Toshiba Corporation
Copy Pro, Inc.

* Indicates recommended vendor to negotiate a contract.

TABULATION OF BIDS RECEIVED

GATORADE, COOLERS & CUPS
APRIL 14, 2022 @ 4:00 PM

VENDORS	DELIVERY (DAYS)	TOTAL
Industrial & Construction Enterprises	5-7	\$15,394.40*

* Indicates recommended award based on the lowest responsible, responsive bid.

DARLING HYDRANT EXTENSIONS
APRIL 14, 2022 @ 3:00 PM

VENDORS	MFG.	DELIVERY WEEKS	TOTAL
Core & Main	AFC	4-5	\$16,188.04*
Ferguson Waterworks	AFC	N/A	16,188.04 ⁽¹⁾

* Indicates recommended award based on the lowest responsible, responsive bid.

(1) Indicates that prices were not firm, and delivery was not specified.

40,000' of 96 COUNT ADSS FIBER
APRIL 19, 2022 @ 3:00 PM

VENDORS	MFG	DELIVERY WEEKS	UNIT PRICE	TOTAL
Wesco Distribution, Inc.	AFL	34-36	\$1.99	\$79,600.00*
Border States	AFL	34-36	\$2.05	\$82,000.00

* Indicates recommended award based on the lowest responsible, responsive bid.

The Duke Energy Progress (DEP) monthly peak occurred on April 25, 2022 for the hour ending at 7:00 p.m. GUC's load management system was in full operation during this period. As a result, the estimated avoided demand costs amount to \$1,745,754.

2. Key Performance Indicators (KPIs)

The Corporate KPI report was provided.

3. Commendations

- *5 Star Better Business Bureau (BBB) Review-May 4, 2022:* Nancy Collins wrote, "Love the new streetlights installed yesterday in Medford Pointe in Greenville, Thank you, a nice surprise. They look so pretty at night."
- Secretary to the General Manager/CEO Lou Norris received an email compliment from James Earl Jones, Director of Resource Development of the United Way of Pitt County.

Mr. Jones wrote to commend Customer Contact Representative Robin Wyrick for the outstanding customer service she provided to him on a recent phone conversation and for her immediate follow-up. He said she was extremely patient and helpful in finding out the information he was searching for and took the extra step in interpreting the data.

- Customer Nan Daniels called Staff Support Specialist I Kathy Pate to compliment Larry Chambliss and Aaron Lyons, Control Systems Technician II. She was impressed with the customer service she received and said they were very knowledgeable and gave good information for her to talk with HVAC person.
- Customer Liz Collins called Control Room Operator I Sharon Camacho to say thank you for the swift repair of the streetlight that she called in. She was very appreciative. Employees' Names: Casey Jones, Troubleshooter Crew leader; and Nick Proctor, Overhead Linework Third Class.

4. Other

- A copy of the 2021 Popular Annual Financial Reporting (PAFR) was made available for each Board member.
- Mr. Cannon shared that the Board of Commissioner meeting in June is moved up a week and is scheduled for Thursday, June 9, 2022.

BOARD CHAIR'S REMARKS/REPORT (Agenda Item 11)

Chair Stoughton congratulated those recognized for the many awards shared today. And he welcomed and thanked the City of Greenville interns for visiting and attending the meeting.

Chair Stoughton announced the next GUC Regular Board meeting is scheduled for Thursday, June 9, 2022, at 12:00 noon.

BOARD MEMBERS' COMMENTS

Commissioner Darden thanked everyone for the support and thoughts upon the passing of his sister.

There being no further business to come before the Board of Commissioners in Regular Session, upon motion by Ms. Anderson, seconded by Dr. Braswell, the Board of Commissioners unanimously agreed to adjourn the Board of Commissioners meeting at 12:35 p.m.

Respectfully submitted,

Lou Norris, Assistant Executive Secretary

APPROVED:

Kelly L. Darden, Jr., Secretary



Agenda Item # 3

Meeting Date: June 9, 2022

Item:	Recommended Award of Construction Contract for Forlines Pump Station Expansion, SCP-10230		
Contact:	Randy Emory		
Explanation:	<p>As a reminder, the Board has previously been advised that GUC's Forlines pump station and force main needs immediate upgrades to facilitate compliance with state permitting requirements enabling GUC to continue to accommodate growth in this wastewater service area.</p> <p>This project includes the installation of approximately 6,400 LF of 10-inch force main to replace an existing 6-inch force main, installation of new submersible pumps and associated piping and valves, and the installation of a stand-by generator and associated electrical improvements. The proposed improvements will increase capacity at the station to facilitate permitting future development.</p> <p>Highfill Infrastructure Engineering completed design and produced bidding documents for this project. The project initially bid on April 14, 2022 with only one bid received. In accordance with the requirements of the North Carolina General Statutes, the project was re-advertised and final bids were received on April 27, 2022. One contractor submitted a bid:</p> <table data-bbox="600 1260 1250 1312"><tr><td>T.A. Loving Company, Inc.</td><td>\$1,790,364.00</td></tr></table> <p>The approved budget amount for this project, is \$2,450,000. Total project cost, including engineering, easements, construction, and a construction contingency of 10%, is estimated to be \$2,399,000.</p>	T.A. Loving Company, Inc.	\$1,790,364.00
T.A. Loving Company, Inc.	\$1,790,364.00		
Strategic Plan Elements:	<p>Strategic Themes:</p> <ul data-bbox="519 1638 958 1764" style="list-style-type: none">• Safety, Reliability & Value• Exceptional Customer Service• Shaping Our Future <p>Objectives:</p> <ul data-bbox="519 1848 1282 1925" style="list-style-type: none">• Safely providing reliable and innovative utility solutions• Developing and enhancing strategic partnerships		

Core Values:

- Deliver Reliable Services
- Support the Community

**Previous Board
Actions:**

June 2018 –The Board approved the initial Capital Project Budget for the SCP-10230, Forlines Pump Station Expansion Project, in the amount of \$250,000. This initial project budget was established to fund the engineering design.

June 2021 - The Board amended project budget to \$2,250,000 during the Fiscal Year 2021 Budget Amendments process.

May 2022 – The Board amended the budget to \$2,450,000 during the Fiscal Year 2022 Budget Amendments process.

Fiscal Note:

This project will be funded from the currently approved capital project budget SCP-10230

**Recommended
Action(s):**

Staff recommends the award of the construction contract for the Forlines Pump Station Expansion Project to T.A. Loving, Inc., in the amount of \$1,790,364.00 and to authorize the General Manager/CEO to take appropriate actions to execute the contract(s) with T.A. Loving, Inc.



Agenda Item # 4

Meeting Date: June 9, 2022

Item:	Recommended Award of Construction Contract for Southeast Sewer Service Area Project, SCP-10221
Contact:	Randy Emory
Explanation:	<p>GUC experienced highly successful results with the 1995-1999 construction of a sewer system in the Southwest Sewer Service Area (Frog Level Rd./Davenport Farm Rd. area). Similarly, in 2017, the Board approved a similar concept for a Southeast Sewer Service Area Project to enhance the development potential in the area of Hollywood Crossroads and D.H. Conley High School/Hope Middle School.</p> <p>Please see the attachment for a review of the Southeast Sewer Service Area information previously presented to the Board.</p> <p>Unlike the Southwest area, where GUC fronted the entire cost of the initial project, GUC has been able to partner with several developers on this project. Six different developers, representing approximately 525 acres of new land development, will be contributing a total of \$1,750,000 of the project funding.</p> <p>This project includes the installation of approximately 8,200 LF of gravity sewer of various sizes, approximately 5,500 LF of 8-inch force main and construction of a new pumping station with associated piping and valves, a stand-by generator, and associated electrical improvements.</p> <p>The local firm of Stroud Engineering completed the design and produced the bidding documents for this project. Construction bids for this project were received on March 29, 2022. Three (3) bids were received and ranged from a low of \$6,298,238 to a high of \$7,186,850.45. The low bidder was Hendrix Barnhill Company, Inc. in the amount of \$6,298,238.00. The other two bidders were T.A. Loving Company and JSmith Civil.</p> <p>The approved budget amount for this project, is \$7,000,000. Total project cost, including engineering, easements, construction, and a construction contingency is estimated to be \$6,994,000.</p>

**Strategic Plan
Elements:**

Strategic Themes:

- Safety, Reliability & Value
- Exceptional Customer Service
- Shaping Our Future

Objectives:

- Safely providing reliable and innovative utility solutions
- Developing and enhancing strategic partnerships

Core Values:

- Deliver Reliable Services
- Support the Community

**Previous Board
Actions:**

June 2017 –The Board approved the initial Capital Project Budget for the SCP-10221, Southeast Sewer Service Area Project, in the amount of \$2,500,000.

June 2019 - The Board approved amending the project budget to \$3,000,000.

May 2022 – The Board amended the budget to \$7,000,000 during the Fiscal Year 2022 Budget Amendments process.

Fiscal Note:

This project will be funded from the currently approved capital project budget SCP-10221, which includes \$1,750,000 in developer contributions.

**Recommended
Action(s):**

Staff recommends the award of the construction contract for the Southeast Sewer Service Area Project to Hendrix-Barnhill Company, Inc., in the amount of \$6,298,238.00 and to authorize the General Manager/CEO to take appropriate action to execute the contract(s) with Hendrix-Barnhill Company, Inc.

ATTACHMENT
for Item 4 of the June 9, 2022
GUC Board Meeting Agenda

As a reminder, the information previously presented to the Board on the development potential for the Southeast Sewer Service Area is as follows:

- Southeast Service Area covers approximately 2000 acres of mostly undeveloped land.

Prior GUC Investments:

- GUC has an existing regional wastewater pumping station that was constructed to serve this area.
- The Electric Department has constructed an electric point of delivery station that serves this area.

Estimated Results of Project:

- 2,344 new electric customers
- 1,224 new gas customers
- 0 new water connections (Eastern Pines Water Corporation service area)
- 2,344 new sewer connections

Schools:

- Two public schools are located within this area – D.H. Conley High School and Hope Middle School.

Financials:

- Estimated new customers would generate revenue to GUC of approximately \$5,000,000/year.
- Estimated new customers would generate approximately \$2,200,000/year of additional Pitt County tax revenue.
- Upon annexation into the City, the estimated new customers would generate approximately \$1,700,000/year of additional City of Greenville tax revenue.
- Estimated total new tax revenue for GUC, City of Greenville & Pitt County because of installing a sewer system in this area is approximately \$8,900,000/year.



Agenda Item # 5

Meeting Date: June 9, 2022

Item:	Consideration of a Resolution Authorizing Applications for Funding from the Infrastructure Investment and Jobs Act for Advanced Meter Infrastructure (AMI), Cybersecurity, Electric Vehicles (EV), Electric Infrastructure, and Natural Gas Distribution Infrastructure Safety and Modernization.
Contact:	Andy Anderson
Explanation:	<p>The Infrastructure Investment and Jobs Act (IIJA) authorizes \$1.2 trillion for infrastructure spending programs. Of the 380 IIJA programs, GUC has identified 15 programs, with total funding of \$58.7 billion, that may provide loan and/or grant opportunities supportive of advanced meter infrastructure (AMI), cybersecurity, electric vehicles (EV), electric infrastructure, and natural gas distribution infrastructure safety and modernization initiatives.</p> <p>The identified loan and/or grant opportunities are expected to begin accepting applications in 3rd quarter 2022.</p> <p>To enable GUC to submit loan and/or grant applications, a resolution authorizing the applications and authorizing the General Manager/CEO to act as the designated agent for Greenville Utilities is necessary.</p>
Strategic Plan Elements:	<p>Strategic Themes:</p> <ul style="list-style-type: none">• Exceptional Customer Service• Safety, Reliability & Value• Shaping Our Future <p>Objectives:</p> <ul style="list-style-type: none">• Providing competitive rates, while maintaining the financial stability of the utility• Exceeding customer expectations• Safely providing reliable and innovative utility solutions• Embracing change to ensure organizational alignment and efficiency <p>Core Values:</p> <ul style="list-style-type: none">• Exceed Customers' Expectations

- Act with Integrity
- Deliver Reliable Services
- Prioritize Safety
- Support the Community

**Previous Board
Actions:**

N/A

Fiscal Note:

N/A

**Recommended
Action(s):**

Adopt the attached resolution authorizing the General Manager/CEO to act as designated agent for Greenville Utilities Commission in connection with IJA funding applications.

GREENVILLE UTILITIES COMMISSION

RESOLUTION BY GOVERNING BODY OF APPLICANT

- WHEREAS, The Infrastructure Investment and Jobs Act (IIJA) has authorized the making of loans and grants to aid eligible units of government in financing the cost of construction and studies of transportation, energy, and water infrastructure; and
- WHEREAS, The Greenville Utilities Commission (“The Commission”) of the City of Greenville, North Carolina, a body politic duly chartered by the State of North Carolina, has identified 15 IIJA funded programs, with total funding of \$58.7 billion, that may provide loan and/or grant opportunities supportive of advanced meter infrastructure (AMI), cybersecurity, electric vehicles (EV), electric infrastructure, and natural gas distribution infrastructure safety and modernization initiatives, and
- WHEREAS, The Commission, on behalf of the City of Greenville intends to request loan and/or grant assistance for various projects.

NOW THEREFORE BE IT RESOLVED, BY THE GREENVILLE UTILITIES COMMISSION:

That the Greenville Utilities Commission of the City of Greenville, North Carolina, the **Applicant**, will arrange financing for all remaining costs of the project(s), if approved for a one or more loans and/or grant awards.

That the **Applicant** will adopt and place into effect on or before completion of the project(s) a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of any principal and interest on the debt incurred.

That the **Applicant** will provide for efficient operation and maintenance of the project(s) on completion of construction thereof.

That Mr. Anthony C. Cannon, General Manager/CEO, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the appropriate State or Federal agency for a loan and/or grant to aid in the construction of the project(s) described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State or Federal agency may request in connection with such application(s) or project(s): to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project(s) and to Federal and State loans and/or grants pertaining thereto.

Adopted this the _____ day of June, 2022.

Tommy Stoughton
Chair

ATTEST:

APPROVED AS TO FORM:

Kelly L. Darden, Jr.
Secretary

Phillip R. Dixon
General Counsel

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Executive Secretary of the Greenville Utilities Commission of the City of Greenville does hereby certify: That the above/attached resolution is a true and correct copy of the Resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Greenville Utilities Commission of the City of Greenville duly held on the _____ day of June, 2022; and, further, that such Resolution has been fully recorded in the journal of proceedings and records in my office.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of June, 2022.

Amy Wade, Executive Secretary



Agenda Item # 6

Meeting Date: June 9, 2022

Item:	General Manager's Report
Contact:	Tony Cannon
Explanation:	<p>1. Informational Reading</p> <p>Bids, Statistical Data, Sewer Spill Tracking Report, Load Management Report, and PGA Report are attached.</p> <p>The Management Team will be available at the meeting to answer any questions regarding work activities.</p> <p>2. Key Performance Indicators (KPIs)</p> <p>Attached is a list of GUC's Tier 1 corporate Key Performance Indicators (KPIs).</p> <p>3. Commendations</p> <p>4. Other</p>
Strategic Plan Elements:	<p>Strategic Themes:</p> <ul style="list-style-type: none">• Shaping Our Future• Safety, Reliability & Value• Exceptional Customer Service <p>Objectives:</p> <ul style="list-style-type: none">• Embracing change to ensure organizational alignment and efficiency• Developing and enhancing strategic partnerships• Exceeding customer expectations <p>Core Values:</p> <ul style="list-style-type: none">• Value employees• Encourage innovation/lifelong learning• Appreciate diversity• Support the community

**Previous Board
Actions:**

N/A

Fiscal Note:

N/A

**Recommended
Action(s):**

N/A

GREENVILLE UTILITIES COMMISSION

TABULATION OF BIDS RECEIVED

FOR CITY GATE #2 REPLACEMENT MATERIALS

MAY 12, 2022 @ 3:00 PM

VENDORS	MFG.	DELIVERY WEEKS	UNIT PRICE	
			ITEM NO. 1	TOTAL
R.E. Mason Company	Fisher	6	\$4,664.00	\$9,328.00*
Bartlett Controls, Inc.	Mooney	5	4,908.00	9,816.00
Stuart C. Irby	Fisher	10-12	4,972.83	9,945.66
Consolidated Pipe & Supply	--	--	--	--

VENDORS	MFG.	DELIVERY WEEKS	UNIT PRICE	
			ITEM NO. 2	TOTAL
R.E. Mason Company	Fisher	6	\$3,660.00	\$7,320.00*
Stuart C. Irby	Fisher	10-12	3,874.32	7,748.64
Bartlett Controls, Inc.	Mooney	5	4,908.00	9,816.00
Consolidated Pipe & Supply	--	--	--	--

VENDORS	MFG.	DELIVERY WEEKS	UNIT PRICE	
			ITEM NO. 3	TOTAL
Bartlett Controls, Inc.	Filter Fab	12	\$6,776.00	\$13,552.00 ⁽¹⁾
R.E. Mason Company	--	--	--	--
Stuart C. Irby	--	--	--	--
Consolidated Pipe & Supply	--	--	--	--

VENDORS	MFG.	DELIVERY WEEKS	UNIT PRICE	
			ITEM NO. 4	TOTAL
Consolidated Pipe & Supply	Cameron T31	16-20	\$7,585.00	\$30,340.00*
Stuart C. Irby	Cameron T31	2	10,652.97	42,611.88
Bartlett Controls, Inc.	Delta	20	6,370.00	25,480.00 ⁽¹⁾
Consolidated Pipe & Supply (Alt.)	Cameron WKM	2-3	6,679.00	26,716.00 ⁽¹⁾
R.E. Mason Company	--	--	--	--

VENDORS	MFG.	DELIVERY WEEKS	UNIT PRICE	
			ITEM NO. 5	TOTAL
Consolidated Pipe & Supply	Cameron T31	10-12	\$4,713.00	\$28,278.00*
Stuart C. Irby	Cameron T31	2	6,541.76	39,250.56
Consolidated Pipe & Supply (Alt.)	Cameron WKM	2-3	4,128.00	24,768.00 ⁽¹⁾
Bartlett Controls, Inc.	Delta	1	5,664.00	33,984.00 ⁽¹⁾
R.E. Mason Company	--	--	--	--

VENDORS	MFG.	DELIVERY WEEKS	UNIT PRICE	
			ITEM NO. 6	TOTAL
R.E. Mason Company	Fisher	8	\$12,727.00	\$12,727.00*
Stuart C. Irby	Fisher	10-12	14,618.38	14,618.38
Bartlett Controls, Inc.	--	--	--	--
Consolidated Pipe & Supply	--	--	--	--

VENDORS	MFG.	DELIVERY WEEKS	UNIT PRICE	
			ITEM NO. 7	TOTAL
Consolidated Pipe & Supply	Cameron T31	3-4	\$2,352.00	\$2,352.00*
Stuart C. Irby	Cameron T31	2	3,419.10	3,419.10
Consolidated Pipe & Supply (Alt.)	Cameron WKM	2-3	1,263.00	1,263.00 ⁽¹⁾
Bartlett Controls, Inc.	Delta	4	2,348.00	2,348.00 ⁽¹⁾
R.E. Mason Company	--	--	--	--

VENDORS	MFG.	DELIVERY WEEKS	UNIT PRICE ITEM NO. 8	TOTAL
Bartlett Controls, Inc.	Flowsafe	1	\$3,570.25	\$3,570.25*
Stuart C. Irby	Flowsafe	2	4,163.31	4,163.31
R.E. Mason Company	--	--	--	--
Consolidated Pipe & Supply	--	--	--	--

* Indicates recommended award based on the lowest responsible, responsive bid.
(1) Indicates that the vendor did not meet minimum specifications.

Recommended for Award:

CHS
Carl H. Smith, Gas Distribution Engineer
Date 5/26/22

Durk Tyson
Durk Tyson, Assistant Director of Gas Systems
Date 5/26/22

Anthony Miller
Anthony Miller, Director of Gas Systems
Date 5/26/2022

Jeff W. McCauley
Jeff W. McCauley, Chief Financial Officer
Date 5/22/22

Chris Padgett
Chris Padgett, Assistant General Manager/CAO
Date 5/27/22

Approved for Award:

Anthony C. Cannon
Anthony C. Cannon, General Manager/CEO
Date 5-27-22

GREENVILLE UTILITIES COMMISSION

TABULATION OF BIDS RECEIVED

RE-BID FOR COUPLINGS, VALVES, STOPS, REPAIR CLAMPS & TAPPING SADDLES

MAY 17, 2022 @ 3:00 PM

VENDORS	DELIVERY (WEEKS)	TOTAL
Core & Main, LP	3-4	\$124,536.10*
Water Works, Inc.	12-14	146,722.48
Consolidated Pipe & Supply Inc.	23	156,599.08

* Indicates recommended award based on the lowest responsible, responsive bid.

Recommended for Award:



Jeff W. McCauley, Chief Financial Officer

5-24-22
Date



Chris Padgett, Assistant General Manager/CAO

5-25-22
Date

Approved for Award:



Anthony C. Cannon, General Manager/CEO

5-26-22
Date

Water Resources Department
Sewer Spill Tracking Report
June 2021 - May 2022



No.	Date of Report		Location	Manholes		Volume Gallons	Surface	If yes, where?		Reportable	News Release		Notice of Discharge		Cause of Spill	Corrective Action
	Spill	Date		Upstream	Downstream			Name	Volume Gallons		Yes/No	Req'd.	Issued	Req'd.		
1	06/05/21	06/10/21	4410 Surry Meadows Drive	9C-039		2,100	Yes	Fork Swamp	2,100	Yes	Yes	Yes	No	No	Grease	2a
2	06/17/21		701 Utility Way	K18-009	K18-009	50	No	N/A	N/A	No	No	No	No	No	Debris	1c
3	06/22/21	06/25/21	2507 Jefferson Drive	10K-159		15	Yes	Greenmill Run	15	Yes	No	No	No	No	Grease	2a
4	07/29/21	08/04/21	413 Beasley Drive	5L-011	5L-008	4500	Yes	Schoolhouse Branch Tributary of Tar River	4500	Yes	Yes	Yes	No	No	Pipe Failure	1e
5	08/04/21		2203 E Tenth St			15	No	N/A	N/A	No	No	No	No	No	Pipe Failure	1e
6	08/05/21	08/11/21	Intersection of Pine and Millbrook St	7H-034	7H-034	7500	Yes	Greenmill Run	7500	Yes	Yes	Yes	No	No	Contractor Damage/Error	1b
7	10/23/21	10/28/21	112 Lakewood Drive	7H-038	7H-038	800	Yes	Greenmill Run	800	Yes	No	No	No	No	Contractor Damage/Error	1b

Note: No spills in September, November, December, January, February, March, April and May

Summary

Total Number of Spills = 7 (5 Reportable;2 Non-Reportable)
Total Spill Volume = 14980 gals or 0.0004% of Total Wastewater Flow

Spill Analysis

<u>Cause</u>	<u>Number of Each</u>	<u>Volume (gals.)</u>
a. Grease	2	2,115
b. Contractor Damage/Error	2	8,300
c. Debris	1	50
d. Roots	0	0
e. Pipe Failure	2	4,515
f. Other	0	0

Corrective Action Code

1. Permanent Repair
2. Cleared Blockage & Priority Cleaning Scheduled

GREENVILLE UTILITIES COMMISSION

LOAD MANAGEMENT REPORT

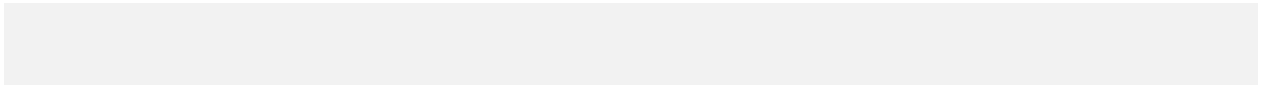
May, 2022

The DEP monthly peak occurred on May 31st, 2022 for hour ending at 6:00 PM. Our load management system was in full operation during this period with the following estimated reductions observed:

	Estimated KW Load Reduction	Estimated Avoided Demand Costs
<u>Direct Load Control:</u>		
Voltage Adjustment @ Stage 3 (4.6%)	11,500	\$269,215
Air Conditioning Demand Reduction	3,500	\$81,935
Water Heater Demand Reduction	11,800	\$276,238
Heat Pump/Heat Strip Demand Reduction	0	\$0
GUC Generator Reduction	19,886	\$465,531
Battery Energy Storage System	941	\$22,029
<u>Interruptible Load Control:</u>		
MGS-CP & LGS-CP Customer Generators	10,480	\$245,337
Estimated Other Industrial Customer Curtailments	6,539	\$153,078
<u>Total Load Control:</u>		
	64,646	\$1,513,363
<u>NCEMPA Shifted Peak Credit:</u>		
Power Agency Policy Credit for Contribution to Shifted Peak	0	\$0
<u>Total Load Reduction and Avoided Costs:</u>		
	64,646	\$1,513,363

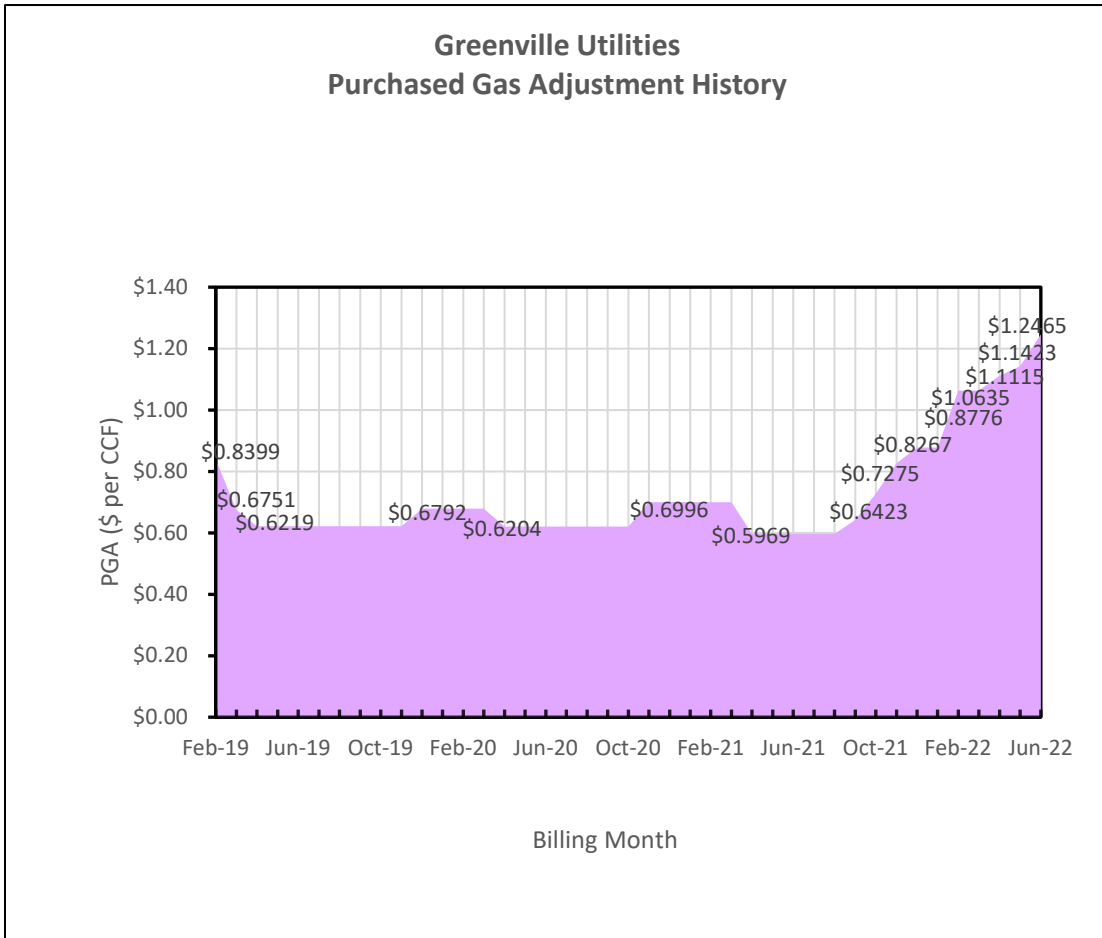
Additional Notes and Comments:

- | | |
|--|----------------|
| 1) Duke Energy Progress (DEP) System Peak: | 11,238 MW |
| 2) GUC Coincident Peak (Less Winterville Demand): | 286,984 KW |
| 3) Local Temperature at Coincident Peak, per PGV: | 96 Degrees F |
| 4) Local "Feels Like" Temperature at Coincident Peak, per PGV: | 100 Degrees F |
| 5) Applicable NCEMPA Demand Rate Charge: | \$23.41 Per KW |



PGA Report June 2022

Billing Month	PGA (\$/CCF)	Residential (\$/CCF)	
Jun-22	\$1.2465	\$0.3275	\$1.5740



Tier 1: Corporate Key Performance Indicators (KPI)

CUSTOMER

- Customer Satisfaction
 - Billing Process Accuracy
 - Installation of New Services
 - Duration of Electric Interruptions (CAIDI)
 - Duration of Electric Interruptions (SAIDI)
 - Frequency of Interruptions in Service – Electric (SAIFI)
 - Response Time to Unplanned Electric Outages
 - Response Time to Cut Gas Lines/Leaks
 - Response Time to Water Leaks/Breaks
 - Typical Monthly Bill Comparisons
-

FINANCIAL

- Overtime Costs
 - Bond Rating
 - Days Operating Cash On Hand
 - Debt Service Coverage
 - Fund Balance (available for appropriation)
 - Net Margin
 - Return on Assets
 - Return on Equity
-

INTERNAL BUSINESS PROCESSES

- Connections Per Employee
 - Operating Cost Per Customer
 - System Losses – Electric
 - System Losses – Gas
 - System Losses – Water
 - Disruption of Service – Water
 - Preventable Vehicle Accident Rate
-

EMPLOYEES & ORGANIZATIONAL CAPACITY

- Hours Worked Without a Lost Workday Injury
- Restricted Workday Injuries Per 200,000 Hours Worked
- Capital Spending Ratio
- Degree of Asset Depreciation

Compliment Email

From: Richard H. Worsinger
Sent: Tuesday, May 24, 2022 3:30 PM
To: John Worrell; Chris Beschler; Chip Dickson; Eric Neumann
Subject: Mutual Aid Assistance - May 20, 2022 Wind Storm

Fellow Directors,

Thank you for your team's assistance repairing the damage from the Friday, May 20 wind storm. We had 19 poles down with double circuit 795 along a ¾ mile length of Forest Hills Rd. We suspect the cause was straight line winds of over 75 MPH that occurred at 1:36 am early that morning. The assistance by your linemen allowed us to fully restore power by 4:00 pm Saturday. Without this help, we estimate it would have taken Wilson Energy crews another two days to restore power.

As I walked along Forest Hills Rd. on Friday, observing the restoration efforts by each of the crews, it became clear that the only difference between the various crews was the logo on their FR shirts. The expertise in linework, dedication to their profession and work ethic while remaining fully focused on working safely, was clearly evident regardless of employer. I believe this is what separates Public Power from the rest of the electric industry.

Again, thank you for assisting Wilson Energy in our time of need.

Rich

Richard H. Worsinger, PE
Director of Wilson Energy
City of Wilson
1800 Herring Avenue E
Wilson, NC 27893-6727
Office: 252-399-2430
Fax: 252-265-4844
rworsinger@wilsonnc.org



Employees' Names:

Billy Owens, Overhead Lineworker First Class
Brandon Butler, Underground Lineworker Second Class
Calvin Whitehead, Overhead Lineworker First Class
Daniel Dilda, Underground Lineworker First Class
Derek Elks, Underground Lineworker First Class
Eddie Baxter, Underground Lineworker First Class
Gavin Smith, Underground Lineworker Third Class
Gustavo Smith, Underground Lineworker Third Class
Holden Stotesbury, Tree Trimmer I
James Forrest Jr, Underground Maintenance Crew Leader
Jason Gaskins, Troubleshooter Crew Leader
Joey Dash, Underground Maintenance Crew Leader
Justin McLawhorn, Overhead Lineworker First Class
Matt Board, Underground Lineworker Third Class
Matt Craft, Overhead Lineworker First Class
Oscar Meeks, Overhead Lineworker Third Class

GENERAL ASSEMBLY OF NORTH CAROLINA
SESSION 1991

CHAPTER 861
SENATE BILL 1069

AN ACT TO AMEND AND RESTATE THE CHARTER OF THE GREENVILLE
UTILITIES COMMISSION OF THE CITY OF GREENVILLE.

The General Assembly of North Carolina enacts:

Section 1. For the proper management of the public utilities of the City of Greenville, both within the corporate limits of the City and outside the said corporate limits, a commission to be designated and known as the "Greenville Utilities Commission", is hereby created and established.

Sec. 2. The Greenville Utilities Commission shall consist of eight members, six of whom shall be bona fide residents of the City of whom one shall at all times be the City Manager of Greenville, and two of whom shall be bona fide residents of Pitt County but residing outside the city limits of Greenville, and all of whom shall be customers of the Greenville Utilities Commission. Each Greenville Utilities Commissioner shall hold office for an initial term of three years and, except as set forth herein, will be automatically reappointed to a single additional term of three years, with each term of three years expiring June 30 at the end of the designated term or until reappointed or replaced by the City Council. The first appointees shall hold their offices as follows: the Greenville City Council shall appoint an individual to serve until June 30, 1995; John W. Hughes, Sr. is hereby appointed a Greenville Utilities Commissioner to serve until June 30, 1995, and shall not be eligible for a second term; Bernard E. Kane is hereby appointed a Greenville Utilities Commissioner to serve until June 30, 1995; R. Richard Miller is hereby appointed a Greenville Utilities Commissioner to serve until June 30, 1994, and shall not be eligible for a second term; and the Greenville City Council shall appoint an individual to serve until June 30, 1993; all of whom are bona fide residents of the City. William G. Blount is hereby appointed a Greenville Utilities Commissioner to serve until June 30, 1993, and shall not be eligible for a second term; and the Pitt County Board of Commissioners shall nominate an individual under the procedure established in Section 3 of this act, to be appointed by the Greenville City Council to serve until June 30, 1994; both of whom are Greenville Utilities Commission customers and bona fide residents of Pitt County residing outside the Greenville city limits.

Sec. 3. The Greenville Utilities Commissioners otherwise than as herein provided shall be appointed by the City Council at their regularly monthly meeting in June of each year. It is the intention of this charter that the City Council shall appoint Greenville Utilities Commission members who have utilities expertise. Representation should include some members with financial, engineering, environmental, technical, or

development backgrounds. The two members of the Greenville Utilities Commission residing outside the city limits shall be nominated by the Pitt County Board of Commissioners and appointed by the City Council. The City Council has the right to reject any nominee(s) from the Pitt County Board of Commissioners and to request additional nominees. If the Pitt County Board of Commissioners fails to recommend a nominee to the City Council within 60 days of the original date requested by the City Council, then the City Council may appoint any individual meeting the residency requirement. No person shall be eligible for appointment to the Greenville Utilities Commission who is an officer or employee of the City or Pitt County except that the City Manager of the City of Greenville shall at all times be a full member of the Greenville Utilities Commission. In the event a Greenville Utilities Commissioner resigns, dies, or otherwise becomes incapable of performing his or her duties, the City Council shall appoint, according to the same process described herein for regular appointments, a Greenville Utilities Commissioner to fill the unexpired term at any regular or special meeting of the City Council. Any Greenville Utilities Commissioner filling an unexpired term shall be deemed to have filled said term for the full three-year term. Except as otherwise permitted herein, no Greenville Utilities Commissioner shall serve more than two three-year terms. Greenville Utilities Commissioners filling the first three-year term will automatically fill a second three-year term unless the City Council initiates the replacement process.

Sec. 4. The Greenville Utilities Commissioners shall organize by electing one of their members Chair, whose term of office as Chair shall be for one year unless the Chair's term on the Greenville Utilities Commission shall expire earlier, in which event his or her term as Chair shall expire with the Chair's term on the Greenville Utilities Commission. The Chair shall not be entitled to vote on any proposition before the Greenville Utilities Commission except in case of a tie vote and only for the purpose of breaking the tie. The members of the Greenville Utilities Commission are authorized to fix their own salaries provided, however, that said salaries shall not exceed one hundred fifty dollars (\$150.00) per month for the members and two hundred fifty dollars (\$250.00) per month for the Chair provided, however, the City Council may, at its own discretion, increase these caps from time to time as is appropriate to reflect inflation, and provided, however, the City Manager shall receive no pay as a member of the Greenville Utilities Commission other than his or her salary as City Manager. The Greenville Utilities Commission shall meet at least once each month at a designated time and place unless the Chair designates some other meeting time and so notifies the other members of the Greenville Utilities Commission. The Greenville Utilities Commission and the Greenville City Council shall meet at least once each year to discuss mutual interests of the City of Greenville and the Greenville Utilities Commission. Minutes shall be kept for all regular meetings of the Greenville Utilities Commission.

Sec. 5. The Greenville Utilities Commission shall have entire supervision and control of the management, operation, maintenance, improvement, and extension of the public utilities of the City, which public utilities shall include electric, natural gas, water, and sewer services, and shall fix uniform rates for all services rendered;

provided, however, that any person affected by said rates may appeal from the decision of the Greenville Utilities Commission as to rates to the City Council. With approval by the City Council, the Greenville Utilities Commission may undertake any additional public enterprise service which may lawfully be operated by a municipality.

Sec. 6. The Greenville Utilities Commission shall employ a competent and qualified General Manager whose duties shall be to supervise and manage the said public utilities, subject to the approval of the Greenville Utilities Commission. The General Manager, under the direction of and subject to the approval of the Greenville Utilities Commission, shall cause the said utilities to be orderly and properly conducted; the General Manager shall provide for the operation, maintenance, and improvement of utilities; the General Manager shall provide for the extension of all utilities, except sewer extensions made beyond the area regulated by the City of Greenville are subject to the approval of the City Council, and shall furnish, on application, proper connections and service to all citizens and inhabitants who make proper application for the same, and shall in all respects provide adequate service for the said utilities to the customers thereof; the General Manager shall attend to all complaints as to defective service and shall cause the same to be remedied, and otherwise manage and control said utilities for the best interests of the City of Greenville and the customers receiving service, and shall provide for the prompt collection of all rentals and charges for service to customers and shall promptly and faithfully cause said rentals and charges to be collected and received, all under such rules and regulations as the Greenville Utilities Commission shall, from time to time, adopt and in accordance with the ordinances of the City of Greenville in such case made and provided.

Sec. 7. All monies accruing from the charges or rentals of said utilities shall be deposited into the appropriate enterprise fund of the Greenville Utilities Commission and the Greenville Utilities Commission's Director of Finance shall keep an account of the same. The Greenville Utilities Commission shall at the end of each month make a report to the City Council of its receipts and disbursements; the Greenville Utilities Commission shall pay out of its receipts the cost and expense incurred in managing, operating, improving, maintaining, extending, and planning for future improvements and expansions of said utilities; provided, however, that should the funds arising from the charges and rentals of said utilities be insufficient at any time to pay the necessary expenses for managing, operating, improving, and extending said utilities, then and in that event only, the City Council of the City of Greenville shall provide and pay into the appropriate enterprise fund of the Greenville Utilities Commission a sum sufficient, when added to the funds that have accrued from the rents and charges, to pay the costs and expenses of managing, operating, improving, maintaining, extending, and planning for future improvements and expansions of said utilities; the Greenville Utilities Commission shall pay the principal on all such funds provided by the City Council with interest thereon; provided, further, that the Greenville Utilities Commission shall annually transfer to the City, unless reduced by the City Council, an amount equal to six percent (6%) of the difference between the electric and natural gas system's net fixed assets and total bonded indebtedness plus annually transfer an amount equal to fifty percent (50%) of the Greenville Utilities Commission's retail cost of service for the City

of Greenville's public lighting. Public lighting is defined herein to mean City of Greenville street lights and City of Greenville Parks and Recreation Department recreational outdoor lighting. The preparation of a joint financial audit of the City of Greenville and the Greenville Utilities Commission operations by a single auditing firm is intended under the provisions of this charter and existing North Carolina statutes.

Sec. 8. In compliance with the time requirements of Chapter 159 of the General Statutes, the Greenville Utilities Commission shall prepare and submit to the City Council, for approval, a budget for the coming year showing its estimated revenue, expenses, capital expenditures, debt service, and turnover to the City of Greenville. In addition, the budget ordinance must identify construction projects of the Greenville Utilities Commission which include individual contracts in excess of one-half of one percent ($\frac{1}{2}\%$) of the Greenville Utilities Commission's annual budget. City Council approval of the Greenville Utilities Commission's budget will constitute approval of projects so identified and the contracts contained therein. Contracts in excess of one-half of one percent ($\frac{1}{2}\%$) of the Greenville Utilities Commission's annual budget not so identified and approved in the budget ordinance will require separate City Council approval.

Sec. 9. The Greenville Utilities Commission shall approve the employment and remuneration of all officers, agents, independent contractors, and employees necessary and requisite to manage, operate, maintain, improve, and extend the service of said utilities. It is, however, the intention of this Charter that the Greenville Utilities Commission and the City of Greenville will implement and maintain mutual pay plans, personnel policies, and benefits for their respective employees. The Greenville Utilities Commission may require bond in such sum as it may deem necessary, which shall be approved by the City Council, of all officers, agents, and employees having authority to receive money for the Greenville Utilities Commission. The Greenville Utilities Commission shall have the authority to name and designate a person in its employ as secretary of the Greenville Utilities Commission.

Sec. 10. The Greenville Utilities Commission shall have authority at all times to discharge and remove any officer, agent, independent contractor, or employee of the Greenville Utilities Commission.

Sec. 11. All laws and clauses of laws in conflict with this act are hereby repealed, expressly including Chapter 146 of the Public-Local Laws of 1941, entitled "AN ACT TO PROVIDE A PERMANENT UTILITIES COMMISSION FOR THE CITY OF GREENVILLE, IN PITT COUNTY, AND TO REPEAL CHAPTER TWO HUNDRED AND ELEVEN OF THE PRIVATE LAWS OF ONE THOUSAND NINE HUNDRED AND FIVE, AND AMENDMENTS THERETO, RELATING TO THE WATER AND LIGHT COMMISSION OF THE CITY OF GREENVILLE.", except that this act does not revive any act repealed by that act.

The purpose of this act is to revise the charter of the Greenville Utilities Commission and to consolidate herein certain acts concerning the Greenville Utilities Commission. It is intended to continue without interruption those provisions of prior acts which are consolidated into this act so that all rights and liabilities that have accrued are preserved and may be enforced. This act shall not be deemed to repeal,

modify, or in any manner affect any act validating, confirming, approving, or legalizing official proceedings, actions, contracts, or obligations of any kind.

No provision of this act is intended nor shall be construed to affect in any way any rights or interest, whether public or private:

- (1) Now vested or accrued in whole or in part, the validity of which might be sustained or preserved by reference to law to any provisions of law repealed by this act.
- (2) Derived from or which might be sustained or preserved in reliance upon action heretofore taken pursuant to or within the scope of any provisions of law repealed by this act.

All existing ordinances of the City of Greenville and all existing rules and regulations of the Greenville Utilities Commission not inconsistent with provisions of this act shall continue in full force and effect until repealed, modified, or amended.

No action or proceeding of any nature, whether civil or criminal, judicial or administrative, or otherwise pending at the effective date of this act by or against the City of Greenville or the Greenville Utilities Commission shall be abated or otherwise affected by the adoption of this act. If any provisions of this act or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this act which can be given effect without the invalid provision or application, and to this end the provisions of this act are declared to be severable.

Sec. 12. This act is effective upon ratification.

In the General Assembly read three times and ratified this the 7th day of July, 1992.

James C. Gardner
President of the Senate

Daniel Blue, Jr.
Speaker of the House of Representatives

BYLAWS OF THE GREENVILLE UTILITIES COMMISSION

These Bylaws are adopted by the Greenville Utilities Commission to implement its Charter and to establish basic rules of organization, process and procedure and to provide for the efficient and effective conduct of public business for the benefit of the ratepayers.

To The Extent The Terms & Conditions Of These Bylaws Conflict With the Terms & Conditions of The Charter, The Charter Shall Govern.

- I. Name: The name of the Commission shall be: The Greenville Utilities Commission.
- II. Individual Responsibility: Commission members have responsibility over utilities' affairs when acting as a body appropriately called to session. To request additional information concerning the functions of the Greenville Utilities Commission, Board members should contact the General Manager/CEO.
- III. Board Membership
 - A. Number of Members: The Greenville Utilities Commission shall consist of eight (8) members, all appointed by the Greenville City Council. Two of these appointees are nominated by Pitt County Board of Commissioners.
 - B. Commission Seats: Of the eight (8) members, six (6) members shall be bona fide residents of the City of whom one shall be the City Manager of Greenville, and two of whom shall be bona fide residents of Pitt County but residing outside the city limits of Greenville, who shall be customers of the Greenville Utilities Commission.
 - C. Vacancies on the Commission: In the event a Greenville Utilities Commissioner resigns, dies, or otherwise becomes incapable of performing his or her duties, at any regular or special meeting of the City Council, the City Council shall appoint, according to the same process described herein for regular appointments, a Greenville Utilities Commissioner to fill the unexpired term.
 - D. New members to the Board are required to participate in orientation and training sessions as scheduled by the General Manager/CEO. Orientation shall include such activities as:
 1. Workshops for new Board members conducted by the American Public Power Association.
 2. Discussions and visits with the General Manager/CEO, General Counsel, and other members of the staff.

3. Provision of printed and audiovisual materials on Greenville Utilities Commission and copies of administrative policies and procedures.

IV. Organization

- A. The Greenville Utilities Commission each year shall elect its officers on the first regularly scheduled meeting of the Commission on or after July 1 at which a quorum is present. Meetings are scheduled for the third Thursday in each month at 12:00 noon.
- B. The officers of the Commission shall be a Chair, a Chair-Elect and a Secretary, elected in that order for a term of one (1) year. The General Manager/CEO shall preside while a new Chair is being elected.
- C. Vacancies in the office of Chair, Chair-Elect or Secretary occurring during the year shall be filled by the Commission at its discretion.

V. Powers and Duties of the Board

The Powers and Duties of the Board shall include but not be limited to the following:

- A. The Greenville Utilities Commission shall have entire supervision and control of the management, operation, maintenance, improvement, and extension of the public utilities of the City, which public utilities shall include electric, natural gas, water, and sewer services, and shall fix uniform rates for all services rendered; provided, however, that any person affected by said rates may appeal from the decision of the Greenville Utilities Commission as to rates to the City Council. With approval by the City Council, the Greenville Utilities Commission may undertake any additional public enterprise service which may lawfully be operated by a municipality (Reference Charter Section 5).
- B. The Board shall discharge its duties and responsibilities as required by its Charter or otherwise imposed by law.
- C. The Board shall employ a General Manager/CEO whose duties shall be to supervise and manage the operations of the Greenville Utilities Commission, subject to the approval of the Board of Commissioners of the Greenville Utilities Commission, as provided in Section 6 of the Charter.
- D. The Board shall annually evaluate the performance of the General Manager/CEO as its Chief Executive Officer (CEO).
- E. Upon the recommendation of the General Manager/CEO, the board shall employ, an attorney to give counsel on matters of legal concern to the Greenville Utilities Commission. The attorney shall represent the Commission on most matters, except that the Commission may hire other expertise as warranted on a case by case basis. The General Manager/CEO shall annually review the performance and services of the General Counsel.

- F. The Board shall annually review its performance. An annual review may consist of a written review and/or survey by Board members and/or a review with or by the General Manager/CEO.

VI. Duties of Officers

- A. The Chair shall preside at Board meetings. The Chair, in consultation with the Secretary and General Manager/CEO, shall review the draft agenda of regular and special meetings of the Board.
- B. The Chair shall appoint committees and designate the chairs unless otherwise directed by majority vote of the Board in session.
- C. The Chair, subject to the approval of the Commission, shall have the authority to execute any official document for and on behalf of the Commission.
- D. The Chair shall not be entitled to vote on any proposition before the Greenville Utilities Commission except in case of a tie vote and only for the purpose of breaking the tie.
- E. The Chair shall be the official spokesperson for the Board and will make, either in person or through the General Manager/CEO, every effort to communicate the Board's decision to the community through the media and any other means available.
- F. In the absence of the Chair, it shall be the duty of the Chair-Elect to preside at meetings of the Board and assume authority of the Chair.
- G. The Secretary shall record minutes of meetings and hearings and distribute minutes in advance for review and approval.
- H. It shall be the responsibility of the Secretary to maintain official minutes and records of Board proceedings and actions. Minutes may be examined by any interested citizen under the supervision of the Secretary or the Secretary's designee. Consistent with the purpose of Closed Sessions, minutes of these meetings shall be separately maintained by the Secretary. Minutes of Closed Sessions may not be examined by interested citizens except as provided by law.
- I. The Secretary shall be responsible for the proper maintenance of official documents including but not limited to Board bylaws, Board policies, and Board decisions.
- J. The Secretary shall discharge any other duties or responsibilities required by law or otherwise imposed upon the Secretary of the Board.
- K. In the absence of the Secretary, it shall be the duty of the Chair-Elect to assume duties of the Secretary.

VII. Committees & Appointments

- A. An Executive Committee composed of the Board Chair, Chair-Elect, Past-Chair (when continuing to serve on the Board) and Secretary will work with the Greenville Utilities Commission staff on policy issues, represent Greenville Utilities Commission in joint discussions on potential growth and regionalization and provide for continuity of knowledge for the chair position.
- B. On an annual basis, the Chair shall appoint two members to a Joint Pay & Benefits Committee to meet jointly with a City Council Joint Pay & Benefits Committee to make recommendations for employee benefits and compensation issues for the upcoming fiscal year. These two members should include at least one member (if available) that served the previous year.
- C. On an annual basis, the Chair shall appoint 3–4 members to serve in conjunction with the Board Chair, on a Finance/Audit Committee to provide “policymaker” input to staff and auditors on the enhancement or implementation of financial procedures or issues. The Chair shall designate a Chair and a Vice-Chair of the Committee.
- D. On an annual basis, the Chair shall appoint 3–4 members to serve in conjunction with the Board Chair on an Economic Development, Marketing and Public Relations Committee to provide policymaker input to staff and consultants in the development of criteria, guidelines, and strategies for the economic development of Pitt County and report to the Board of Commissioners as appropriate. The Chair shall designate a Chair and a Vice-Chair of the Committee.
- E. On an annual basis, the Chair shall appoint 3-4 members to serve in conjunction with the Board Chair on a Legal and Legislative Committee to provide policymaker input to staff on legal and legislative matters that may impact the operations and business of the Commission and report to the Board of Commissioners as appropriate. The Chair shall designate a Chair and a Vice-Chair of the Committee.
- F. Ad Hoc Committees of the Board shall be appointed annually by the Chair, as needed, and shall function until such time as their purpose has been accomplished. The Chair shall designate a Chair and a Vice-Chair of the Committee.
- G. The Board shall appoint an Executive Secretary and Assistant Executive Secretary from the staff. These positions are normally held by the Executive Assistant to the General Manager/CEO and Director of Financial Services and Accounting, respectively.

VIII. Methods of Operation

- A. Board Meetings: The Board shall regularly meet on the third Thursday of each month to consider its business. Notice of the meeting and its agenda shall be made available to the media as provided by law. Other meetings, including special sessions, emergency sessions or workshop sessions may be held as needed and must follow notification provisions as described by law.

- B. Agendas: Before actions by the Board are requested or recommended, the Board should be provided with documentation to assist members in reaching decisions consistent with established goals and policies. To request additional information, Board members shall contact the General Manager/CEO. The Agenda for regular monthly meetings shall be as follows:
1. Call to order and ascertain the presence of a quorum
 2. Approval of the minutes for the previous month's meetings
 3. Any additions or deletions and acceptance of the (revised) agenda
 4. Presentations of awards and recognition of outstanding achievement
 5. Acceptance of the financial statement for the previous month
 6. Award of Bids
 7. Other items requiring action by the Board
 8. Informational items
 9. General Manager/CEO's report – This portion of the meeting is set aside for the General Manager/CEO's reports on any item of information which he wishes to present to the Board.
 10. Board Chair remarks
 11. Board members' remarks
 12. Closed Session, if required
 13. Notice of next regular or special meeting
 14. Adjournment
- C. Quorum: The Greenville Utilities Commission may only conduct business in a regular, emergency or special meeting attended by a quorum of the Board. A quorum shall consist of five (5) Board members, who are either physically present or able to participate by telephone or video-conference or other electronic means.
- D. Conduct of Meetings: Meetings shall be conducted in accordance with the Board's Bylaws and otherwise by the most recent edition of Robert's Rules of Order.
- E. Voting: The Chair of the Board shall determine the vote of any motion by asking each member to respond by voice vote or if necessary, a show of hands may be required.

1. Each member of the Board, except the Chair, shall have one vote on any recommendation, motion, proposal, or any other action item coming before the Board.
 2. Each member, other than the Chair, must vote unless excused by the remaining members. A member who wishes to be excused from voting shall so inform the Chair who shall take a deciding vote of the remaining members present. No member shall be excused from voting except on matters involving his/her own financial interest or official conduct. In other cases, a failure to vote by a member who is physically present or has withdrawn without being excused by a majority vote of the remaining members present, shall be recorded as an affirmative vote.
- F. Closed Sessions: Closed Sessions may be called upon a motion made and adopted at an open session for any of those permitted purposes described in Section 143-318 of the General Statutes of N.C., commonly known as the "Open Meetings Law", as amended from time to time. The motion shall state the purpose of the Closed Session and must be approved by the vote of a majority of those members present.
- G. Board Members' Compensation and Reimbursement: Members of the Greenville Utilities Commission shall receive compensation for performance of official utility business at the rate of \$200 per month. The Chair shall receive \$350.00 per month. The City Council may, at its own discretion, increase these caps from time to time as is appropriate to reflect inflation. The City Manager shall receive no compensation as a member of the Greenville Utilities Commission.
- H. Public Hearings: The Greenville Utilities Commission believes that from time to time additional public opinion is necessary. This opinion is generally sought through the use of a public hearing. When such hearings are scheduled, the Greenville Utilities Commission will ensure that the date, time, and location are properly advertised well in advance of the hearing date. The Commission will receive comments and information at public hearings but not take any formal action during the public hearing. The Commission will take under advisement comments offered at the public hearing and normally consider these comments for future action.
- I. Public Expression: Upon motion of any Commissioner, and approval by a majority of the Board, any ratepayer may be allowed to address the Board within the time restrictions (and upon such other conditions) as may be set by the Chair.
- IX. Change in Bylaws: These Bylaws may be amended from time to time. The procedure for amendment is by giving notice of the proposed amendments at a regularly scheduled Board meeting. The amendments will be considered at the next regularly scheduled Board meeting and must be approved by the vote of a majority of the members.

Adopted May 14, 1996
Revised June 11, 1996
Revised November 18, 1997

Revised June 9, 1998
Revised October 11, 1999
Revised July 18, 2000
Revised October 16, 2007
Revised November 18, 2008
Revised September 15, 2011
Revised August 21, 2014
Revised March 19, 2015
Revised November 16, 2017

Motion To Go Into Closed Session

I move that we go into closed session to:

[Specify one or more of the following permitted reasons for closed sessions]

- prevent the disclosure of privileged information
 - under _____ of the North Carolina General Statutes or regulations.
 - under _____ of the regulations or laws of United States.[N.C.G.S. § 143-318.11(a)(1)]

- prevent the premature disclosure of an honorary award or scholarship.
[N.C.G.S. § 143-318.11(a)(2)]

- consult with our attorney
 - to protect the attorney-client privilege.
 - to consider and give instructions concerning a potential or actual claim, administrative procedure, or judicial action.
 - to consider and give instructions concerning a judicial action titled _____
v. _____.[N.C.G.S. § 143-318.11(a)(3)]

- discuss matters relating to the location or expansion of business in the area served by this body.
[N.C.G.S. § 143-318.11(a)(4)]

- establish or instruct the staff or agent concerning the negotiation of the price and terms of a contract concerning the acquisition of real property.
[N.C.G.S. § 143-318.11(a)(5)]

- establish or instruct the staff or agent concerning the negotiations of the amount of compensation or other terms of an employment contract.
[N.C.G.S. § 143-318.11(a)(5)]

- consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee.
[N.C.G.S. § 143-318.11(a)(6)]

- hear or investigate a complaint, charge, or grievance by or against a public officer or employee.
[N.C.G.S. § 143-318.11(a)(6)]

- plan, conduct, or hear reports concerning investigations of alleged criminal conduct.
[N.C.G.S. § 143-318.11(a)(7)]

MEMORANDUM

To: Members of the Board of Commissioners

From: _____, Commissioner/Board Member

Concerning: Statement of Reasons for Abstention from Board Action pursuant to N.C. Gen. Stat. § 138A-36(b)

Date: _____

Matter before the Board: _____

Briefly summarize reasons for abstention below:

(Signature of Board Member)