



Brunswick-Glynn County Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick GA 31520
Thursday, September 21, 2017 at 2:00 pm
Commission Meeting Room

COMMISSION MEETING AGENDA

Call to Order

Invocation

Pledge

PUBLIC COMMENT PERIOD

Public Comments will be limited to 3 minutes per speaker. Comments are to be limited to relevant information regarding your position and should avoid being repetitious. Individuals should sign in stating your name, address and the subject matter on which you wish to speak. Your cooperation in this process will be greatly appreciated.

COMMITTEE UPDATES

Compliance & Legislative – Commissioner Browning

Facilities – Commissioner Adams

Finance – Chairman Elliott

Human Resources & Safety – Commissioner Harvey

Public Information & Customer Relations – Commissioner Copeland

APPROVAL

1. **Minutes from August 17, 2017 Regular Meeting** (*subject to any necessary changes*)
2. **Minutes from August 17, 2017 Executive Session** (*subject to any necessary changes*)
3. **Minutes from August 24, 2017 Special Called Meeting** (*subject to any necessary changes*)
4. **Minutes from August 24, 2017 Special Called Executive Session** (*subject to any necessary changes*)
5. **Sanitary Sewer Flow Monitoring RFP Award** – P. Crosby

DISCUSSION

1. **Watershed Protection Plan** – M. Ryals / W. Burcham - Integrated Science & Engineering
2. **Operational Agreement** – J. Junkin
3. **ARCO Grant Update** – J. Junkin
4. **Water Production Report - 12 months** – S. Sallins
 - **Water Pumped in Gallons per Month**
 - **Water Billed in Gallons per Month**
5. **FEMA Reimbursement Plan** – S. Sallins
 - **Overtime**
 - **Other Reimbursable Expenses**
6. **Current Status of Innoprise Implementation** – J. Donaghy
7. **FY 2016-2017 Audit Status** – J. Donaghy

*All citizens are invited to attend.
There is a possibility of a quorum of City or County Commissioners being present.*

DISCUSSION cont.

- 8. August End of Month Financial Comparative – J. Donaghy**
 - **Balance Sheet**
 - **Budget Execution by Division**
 - **Total Overtime by Division**
 - **Project Funding Status**
- 9. SSN Requirement on New Accounts – J. Sellers**
- 10. Customer Service Issues and Corrective Actions – J. Sellers**
- 11. Hurricane Irma After Action Report – J. Sellers / J. Junkin**

EXECUTIVE DIRECTOR'S UPDATE

CHAIRMAN'S UPDATE

EXECUTIVE SESSION

MEETING ADJOURNED



**Brunswick-Glynn County Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Thursday, September 21, 2017 at 2:00 PM**

COMMISSION MINUTES

PRESENT:

- Donald M. Elliott, Chairman**
- Clifford Adams, Vice-Chairman**
- Cornell L. Harvey, Commissioner**
- Mike Browning, Commissioner**
- Steve Copeland, Commissioner**
- David H. Ford, Commissioner**
- Robert Bowen, Commissioner**

ALSO PRESENT:

- Jimmy Junkin, Executive Director**
- Charlie Dorminy, Legal Counsel HBS**
- Andrew Burroughs, Deputy Executive Director**
- Todd Kline, Senior Engineer**
- Pam Crosby, Director of Procurement**
- John D. Donaghy, Director of Administration**

Chairman Elliott called the meeting to order at 2:00 PM. Commissioner Copeland provided the invocation and Chairman Elliott led the pledge.

PUBLIC COMMENT PERIOD

Chairman Elliott opened the public comment period. There being no citizens for public comment, Chairman Elliott closed the public comment period.

COMMITTEE UPDATES

Compliance & Legislative Committee – Commissioner Browning

There was no update at this time.

Facilities Committee – Commissioner Adams

There was no update at this time.

Finance Committee – Chairman Elliott

Chairman Elliott noted that the Finance Committee did meet and discussed the Sanitary Sewer Flow Monitoring RFP, the Water Production Report, the FEMA Reimbursement Plan, the Tentative Calendar for Bond Issuance, the Current Status of Innoprise Implementation, the Audit Status, and the Financial Report.

Human Resources & Safety Committee – Commissioner Harvey

There was no update at this time.

Public Information & Customer Relations Committee – Commissioner Copeland

There was no update at this time.

APPROVAL

1. Minutes from the August 17, 2017 Regular Commission Meeting

Commissioner Browning made a motion seconded by Commissioner Copeland to approve the minutes from August 17, 2017 Regular Commission Meeting. Motion carried 7-0-0.

2. Minutes from the August 17, 2017 Executive Session

Commissioner Ford made a motion seconded by Commissioner Harvey to approve the minutes from August 17, 2017 Executive Session. Motion carried 7-0-0.

3. Minutes from the August 24, 2017 Special Called Meeting

Commissioner Harvey made a motion seconded by Commissioner Browning to approve the minutes from August 24, 2017 Special Called Meeting. Motion carried 7-0-0.

4. Minutes from the August 24, 2017 Special Called Executive Session

Commissioner Harvey made a motion seconded by Commissioner Browning to approve the minutes from August 24, 2017 Special Called Executive Session. Motion carried 7-0-0.

5. Sanitary Sewer Flow Monitoring RFP Award – P. Crosby

Pam Crosby presented the recommendation for Sanitary Sewer Flow Monitoring RFP award to the Commission. She noted that a few months prior, there was a presentation given regarding this project, which will be specific to St. Simons Island. The purpose of the project is to measure the amount of storm water inflow and infiltration that is coming into the system. Mrs. Crosby also provided maps of the areas to be monitored, a brief description of the project, copies of the bids received from five firms, the evaluation matrix showing the evaluation criteria, and related documents. She continued by noting that identifying where the problem areas are is one of the steps to addressing it. Also mentioned was that in last year's budget there was \$1M to address manhole rehab, grouting and other things to help tighten up the system's pipes, of which the full amount was required for repairs. This is an ongoing annual budgeted amount. This project is another was to identify where in the St. Simons basins where some of the bigger issues are and may help to set priorities on where that next portion of funding should go to address these issues. Flow monitoring is a required part of the consent order JWSC is currently under, in addition to the requirement to install flow meters at every lift station. ISCO Flow Monitors are approved for JWSC use and will be used on this project. There was some additional discussion of the details of the project. Mrs. Crosby advised that this will be a three month study and was the more cost effective proposal received. The project is expected to begin immediately. The project is recommended to be awarded to McKim & Creed out of Tampa, and their references have been checked and confirmed.

Commissioner Ford made a motion seconded by Commissioner Copeland that the Brunswick Glynn County Joint Water & Sewer Commission award the contract for Sanitary Sewer Flow Monitoring to McKim & Creed. Motion carried 7-0-0.

DISCUSSION

1. Watershed Protection Plan – M. Ryals / W. Burcham – Integrated Science & Engineering

Mark Ryals introduced Mr. Burcham and the Watershed Protection Plan for discussion and clarification on consideration for moving forward with the plan. Mr. Burcham presented the background information regarding Academy Creek. Academy Creek has a NPEDS permit, and that permit requires that there is a Watershed Protection Plan. He noted that in 2010 JWSC along with the City and County, through Stantec, had cooperated and put together a Watershed Protection Plan. The original plan was turned in to EPD with comments made, but was never finalized. The original plan as was started in 2010 needs to be updated, and Mr. Burcham suggests gathering a working group by bringing all the stakeholders back to the table to discuss and update the plan from the original. The Watershed Protection Plan involves checking and long term monitoring of the components of the watershed as a whole to include; streams,

creeks, tributaries, bayous, etc. Chairman Elliott requested an electronic copy of the original draft of the 2010 plan be sent over on the following day. This will need to be reviewed by staff, City and County.

2. Operational Agreement – J. Junkin

Mr. Junkin discussed the Operational Agreement and noted that the rate consultant has been asked to provide a working model of the rates, and recommend the fixed and variable portions of the billing rates to be charges to customers. The current Operating Agreement dictates what is fixed and what is variable, and does not allow for the proper amount of fixed costs to cover the O & M expenses. He further explained that customers who are not full year residents are not being billed the proper amounts on the fixed portion to cover the O & M expenses. The O & M expenses are those that are related directly to the systems which all customers use. It was noted that the bond rating agencies favor the fixed costs rather than the variable, and this will also be reviewed by them in preparing the bond issue. The draft has been reviewed by the County and still needs to be reviewed by the City. The Commission agreed that it should be further discussed and that JWSC legal counsel will review the draft again for any revisions with the City and again with the County.

3. ARCO Grant Update – J. Junkin

Mr. Junkin advised that the representatives to introduce the Step technology have been invited to come and do a presentation. This project does involve grant monies at about \$800K, about \$5,000 to \$6,000 per household, depending on the condition of their septic tanks. It appears that the Step system will be a better option to go with. The Grinder option cost was estimated at around \$10,000 per household. There is a conceptual analysis to be done as to which method to go with on the project. The E1 representatives are to come in and discuss their grinder pumps with staff and present their product. An overall life cycle analysis would need be done to decide which method to go with, the Step system or the E1 Grinder system. There is also a concern to be able to provide for as many households as possible, as well as the costs and maintenance fees. There will be further discussion as more information is available.

4. Water Production Report – J. Donaghy

John Donaghy presented some raw data reports on the water production. This information is gathered on a monthly basis. The commission discussed the production numbers as provided. The month of June was mentioned as an example with 231 million gallons produced, but only 210 million gallons billed. John advised that this difference is due to water used or lost within the system. Water used within the JWSC system is termed as non-revenue water, including water for fire hydrants, water for flushing lines, etc. This report is requested to be presented each month for review, and to include metered water as well.

5. FEMA Reimbursement Plan – J. Donaghy

John Donaghy advised that the hurricane hot wash meeting was held earlier in the same morning. He explained some of the details of the hurricane staffing. He also noted examples such as there being a staff of 6 persons for administration/finance during the hurricane event to assist staff with proper time keeping and invoicing. Also, the day prior to releasing the employees a meeting was held to explain to the employees the forms to be used and the importance of properly documenting and accounting for hours and costs. The overtime numbers will be included on next month's overtime report.

6. Innoprise Implementation Status – J. Donaghy

John Donaghy advised that the CIS billing system has been up and running live for just over 2 months. The initial problems were corrected and most of the systems are functioning. There were still some data errors being found, but not direct systematic errors. He added that accounts are being looked at on an individual basis where any errors are being found for all of the data fields to be corrected. At the time of the start up of the new system, customers were not being charged late fees for past due bills. This will not start back up until the system is fully corrected and confirmed.

7. FY 2016-2017 Audit Status – J. Donaghy

John Donaghy also updated the Commission regarding the audit for the previous FY of 2016-2017. The auditors were present at JWSC from August 18 through August 22. They provided a list of about 30

items to be gathered and sent by JWSC to the auditors. The auditing firm will come in to brief the full Commission after the audit is complete.

8. August 2017 Month End Financial Comparative – J. Donaghy

John Donaghy presented the financial statement for August 2017 month end to the Commission. He briefed the Commission on the Balance sheet noting some of the details such as the bond sinking fund and the bond payment. Additional items that were reviewed were the budget execution by division and overtime by division. The capital project funding report was reviewed and various details discussed.

9. SSN Requirement on New Accounts – J. Sellers

Jay Sellers presented and discussed with the Commission the Social Security Number requirement for setting up new accounts. The SSN collection is required to verify the customers. There is a legal requirement to have a Social Security Number in order to secure utilities or water services. If the JWSC does not collect a customer's Social Security number when setting up a new account, the JWSC is subject to a \$3,500 fine for each instance. JWSC does us an online service for SSN verification.

10. Customer Service Issues and Corrective Actions – J. Sellers

Jay Sellers discussed the issues that have been experienced recently in the customer service area and the corrective actions that have been taken to address those issues. He advised that the customer service issues came to a head when the transference to the new billing software happened on July 1. There was some training done, and customers were experiencing problems with their bills. Customers were calling in, and with the great increase in the call volume the ability to respond to those calls was greatly reduced. Jay has plans to work with the customer service representatives on their abilities and training. He has moved his office up front to the main customer service area and Luke Orser-Schwalm has relocated his desk to an area where he is more available to assist customers as well. There has been staff added to the customer service division and their schedules have been staggered. The plan is to have no less than three persons at the customer service area at a time. There are some additional measures to be put into place to aid with customer service such as adding a payment box on the sidewalk for walk-ups to pay by check, an additional staff person to take calls on two days of the month, credit card payment machines to take payments via that method, etc. In addition there will be additional training provided to the customer service representatives.

11. Hurricane Irma After Action Report – J. Sellers

Jay Sellers also discussed the Hurricane Irma After Action with the Commission. He advised details of the training and what had been done to prepare for this hurricane season. Jay noted that last year, JWSC was properly staffed on the operations side, but lacking in the administration and planning side. This year, more attention was given to the planning side. Discussion continued to the fact that more generators are needed to provide power during outages involved in a storm. Elevation of the generators is also an issue. The costs of procuring proper generators, installing and elevating them is very high. There was some additional discussion regarding the need for generators, and what options there are. This will be a matter for further future discussion and consideration.

EXECUTIVE DIRECTOR'S UPDATE

Mr. Junkin gave a brief update to the Commission. He also formally introduced Andrew Burroughs the newly hired Deputy Executive Director to the Commissioners.

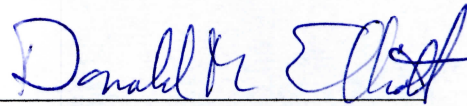
CHAIRMAN'S UPDATE

There was no update from the Chairman at this time.

EXECUTIVE SESSION

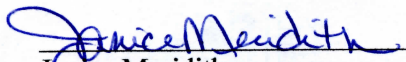
There was no Executive Session at this time.

There being no additional business to bring before the Commission, Chairman Elliott adjourned the open meeting at 4:53 pm.



Donald M. Elliott, Chairman

Attest:



Janice Meridith,
Executive Commission Administrator



Brunswick-Glynn County Joint Water and Sewer Commission

MEMORANDUM

To: JWSC Commissioners

From: Pamela Crosby, Director of Procurement

Cc: Executive Director, Jimmy Junkin

Date: September 21, 2017

Re: Contract Award – Sanitary Sewer Flow Monitoring

Background:

On May 23, 2017 BGJWSC issued a Request for Proposal for Sanitary Sewer Flow Monitoring to be conducted for a period of at least three (3) months. Proposals were due to the Office of Procurement no later than Friday, June 23, 2017. The purpose of the Proposal is to address the excessive amount of storm water inflow and ground water infiltration (I&I) levels experienced during and after significant rainfall events in Glynn County. The chosen firm will be required to complete wastewater collection system flow metering, rainfall monitoring, and groundwater gauging.

Five (5) proposals were received from the following firms:

- ADS Environmental Services
- Bio-Nomics
- McKim & Creed
- Metals and Materials Engineers
- Woolpert

A 3-person team of JWSC staff performed a Bid Evaluation of the proposals submitted. The submittals were evaluated using weighted evaluation criteria that included quality of services offering, relevant prior experience, staff experience, and total project cost to perform the service. The combined evaluation score for each bidder in each category and a price bid sheet are included for your review.

Recommendation:

Based on staff's evaluation of the services proposed, experience, capabilities, price and overall value score, a recommendation of award to McKim & Creed is proposed. Total proposed cost to JWSC is \$311, 800.

Recommended Motion

"I make a motion that the Brunswick Glynn County Joint Water & Sewer Commission award the contract for Sanitary Sewer Flow Monitoring to McKim & Creed."

Enclosures:

Project Description (from RFP)
Evaluation Matrix
Bid Pricing
Site List/Map

SANITARY SEWER FLOW MONITORING PROJECT			ADS ENVIRONMENTAL			BIO-NOMICS			MCKIM & CREED			MME			WOOLPERT		
		EVALUATOR	#1	#2	#3	#1	#2	#3	#1	#2	#3	#1	#2	#3	#1	#2	#3
Evaluation Criteria	Possible Points																
<i>Professional Credentials of the Proposing Company</i>	15		10	12	10	8	11	12	12	14	15	8	10	10	12	14	15
<i>Relevant Experience Completing Projects of Similar Magnitude</i>	15		10	10	10	5	9	12	12	14	15	8	13	5	12	14	11
<i>Experience of Proposed Project Team</i>	20		15	13	10	5	14	20	17	15	20	10	12	10	17	13	20
<i>Approach to Completing the Project</i>	25		15	18	20	15	20	15	21	20	20	18	16	10	20	17	20
<i>Cost to Complete the Project</i>	25		12	5	5	18	15	10	22	25	25	18	10	10	22	20	20
Total Possible Points	100		62	58	55	51	69	69	84	88	95	62	61	45	83	78	86



BRUNSWICK-GLYNN COUNTY JOINT WATER & SEWER COMMISSION

SANITARY SEWER FLOW MONITORING PROJECT

BID OPENING -- FRIDAY JULY 7, 2017

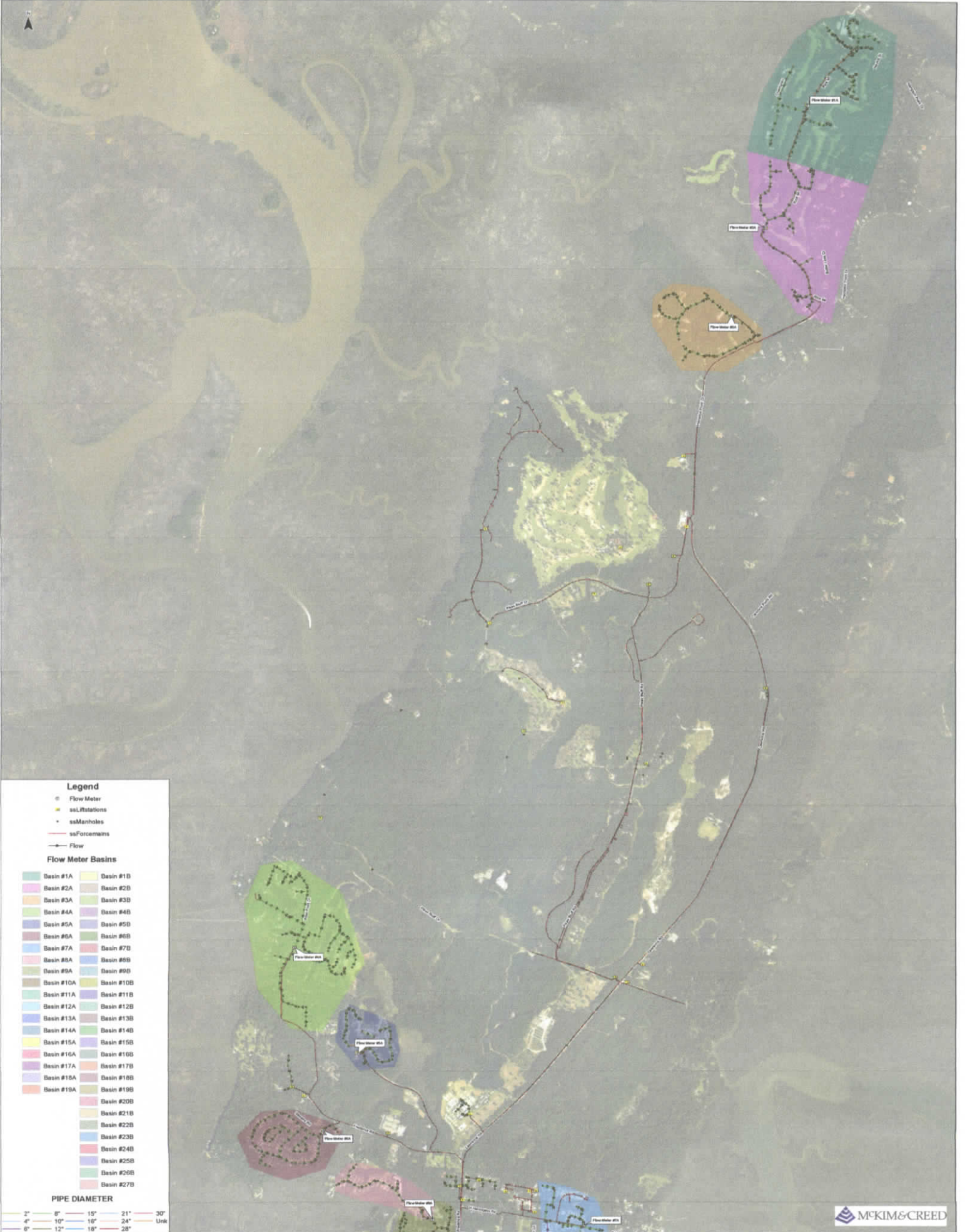
BIDS PROVIDED BY:			
McKim & Creed - \$311,800-			
Bio-Nomics - \$423,354			
MME - Materials & Metals Engineers - \$427,600-			
Woolpert - \$316,193 optional: \$245,266			
ADS Environmental Services - \$650,603 / \$540,205			



Brunswick-Glynn Joint Water & Sewer Commission - SSI Sewer District

Location ID	Physical Address	Site Type
2001	350 Lord Avenue	SSI Lift Station
2002	440 Arnold Road	SSI Lift Station
2003	90 Stewart Ave. @ Oglethorpe Park	SSI Lift Station
2004	440 Pikes Bluff Road	SSI Lift Station
2005	117 Worthing Road	SSI Lift Station
2006	15 Alford Lane	SSI Lift Station
2007	404 Bonaventure Road (Wimberly)	SSI Lift Station
2008	10 Black Banks Drive	SSI Lift Station
2009	191 Ashantilly Dr in ROW (off Kings Way)	SSI Lift Station
2011	556 Windward Drive, (Sea Palms)	SSI Lift Station
2012	11 Harrogate Service	SSI Lift Station
2013	1602 East Beach Causeway	SSI Lift Station
2014	187 Shore Rush Drive	SSI Lift Station
2015	114 Shore Rush Drive	SSI Lift Station
2016	515 Marsh Villa	SSI Lift Station
2017	207 Santa Maria Circle (Heritage Dr.)	SSI Lift Station
2019	241 Forest Park Road (Forest Park Subdivision)	SSI Lift Station
2020	114 Tolomoto Trail	SSI Lift Station
2022	225 Dumbarton Rd. @ Dunbar Creek Park	SSI Lift Station
2023	95 King's Way @ Island Club (55' N of St. Andrews Dr. in ROW)	SSI Lift Station
2024	215 Retreat Village	SSI Lift Station
2026	Five Pounds Road (Shaw's Bounty)	SSI Lift Station
2027	172 Kings Way	SSI Lift Station
2028	100 Peninsula off Shore Rush Dr	SSI Lift Station
2029	253 St. Andrew's (Island Club)	SSI Lift Station
2030	10 Georgia Power Drive	SSI Lift Station
2031	100 Blair Road (Off Skiff Landing Rd.)	SSI Lift Station
2032	5615 Frederica Road (Sea Palms West)	SSI Lift Station
2033	2913 Lawrence Road	SSI Lift Station
2034	130 Rice Mill Road	SSI Lift Station
2035	185 Rice Mill Road	SSI Lift Station
2036	1911 Frederica Road	SSI Lift Station
2038	106 West Point Drive	SSI Lift Station
2039	130 Rosemont Street	SSI Lift Station
2040	6200 Frederica Road	SSI Lift Station
2041	95 Musgrove Road	SSI Lift Station
2042	13 Stevens Road	SSI Lift Station

Location ID	Physical Address	Site Type
2043	100 Author Moore Drive	SSI Lift Station
2044	406 Sea Island Circle	SSI Lift Station
2045	Adjacent to 199 S. Harrington Rd	SSI Lift Station
2046	10 Southpoint Service Road	SSI Lift Station
2047	101 Davison Lane	SSI Lift Station
2048	401 Hawkins Island Road	SSI Lift Station
2049	104 Hawkins Lane	SSI Lift Station
2050	5695 Frederica Road	SSI Lift Station
2051	5000 Wellness Way	SSI Lift Station
2052	122 Point Lane	SSI Lift Station
2053	104 Sunrise	SSI Lift Station
2054	345 N. Harrington Road	SSI Lift Station
2055	122 Laurel View Drive	SSI Lift Station
2056	1305 Lawrence Road (Across from 1310 Lawrence Rd.)	SSI Lift Station
2057	211 Pikes Bluff Drive	SSI Lift Station
2058	230 St. Annie Drive @Hinchinbrooke	SSI Lift Station
2059	16 Hampton Point Drive	SSI Lift Station
2060	35 Lake Stilwater Drive	SSI Lift Station
2061	2660 Frederica Road	SSI Lift Station
2062	119 Marshes Edge Lane	SSI Lift Station
2063	4190 First Street @ Coast Guard Station	SSI Lift Station
2064	Hendrix Walk	SSI Lift Station
2065	407 Ocean Boulevard	SSI Lift Station
2066	122 North Cottages	SSI Lift Station



Legend

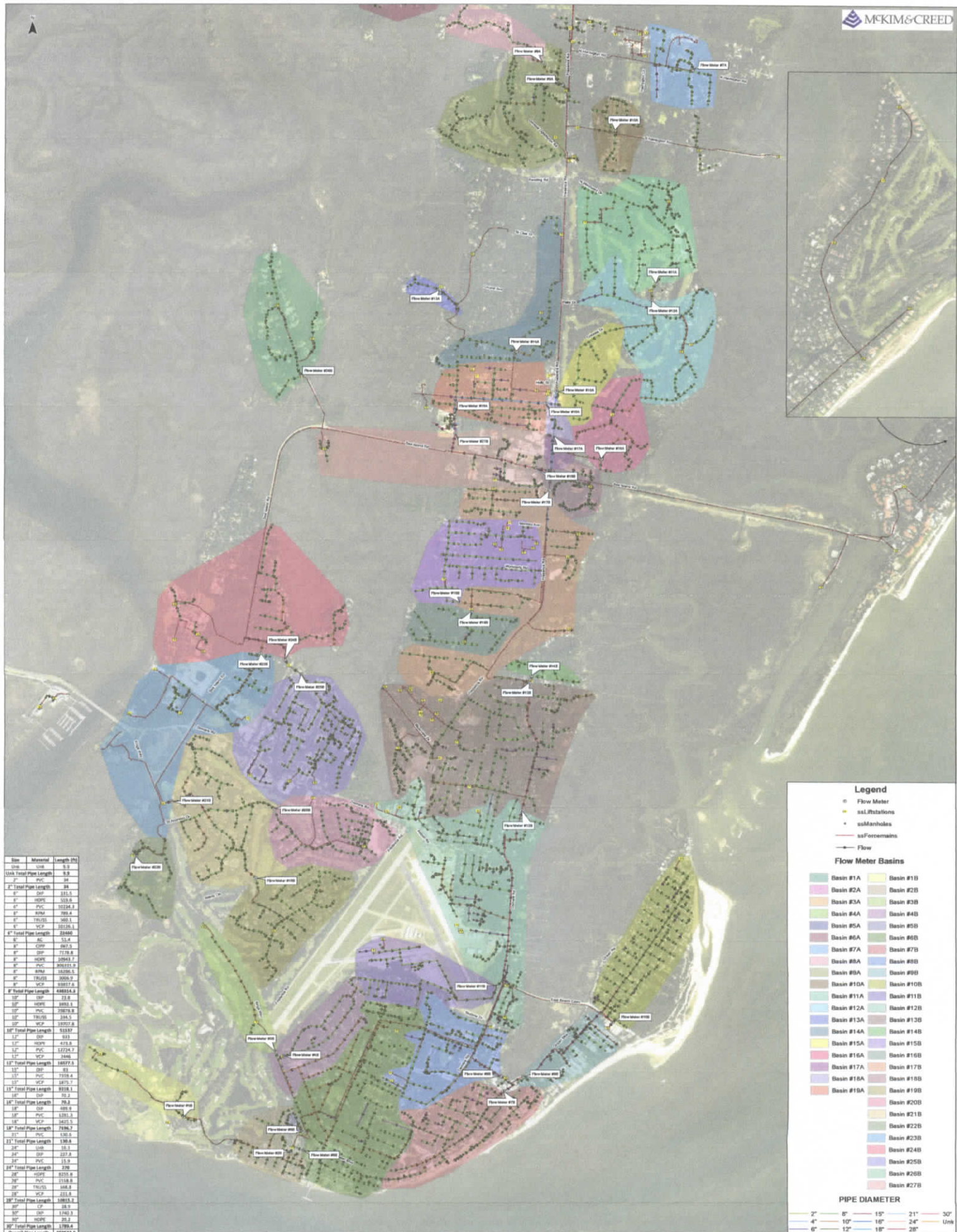
- Flow Meter
- ssLiftstations
- ssManholes
- ssForcemains
- Flow

Flow Meter Basins

- | | |
|------------|------------|
| Basin #1A | Basin #1B |
| Basin #2A | Basin #2B |
| Basin #3A | Basin #3B |
| Basin #4A | Basin #4B |
| Basin #5A | Basin #5B |
| Basin #6A | Basin #6B |
| Basin #7A | Basin #7B |
| Basin #8A | Basin #8B |
| Basin #9A | Basin #9B |
| Basin #10A | Basin #10B |
| Basin #11A | Basin #11B |
| Basin #12A | Basin #12B |
| Basin #13A | Basin #13B |
| Basin #14A | Basin #14B |
| Basin #15A | Basin #15B |
| Basin #16A | Basin #16B |
| Basin #17A | Basin #17B |
| Basin #18A | Basin #18B |
| Basin #19A | Basin #19B |
| Basin #20B | |
| Basin #21B | |
| Basin #22B | |
| Basin #23B | |
| Basin #24B | |
| Basin #25B | |
| Basin #26B | |
| Basin #27B | |

PIPE DIAMETER

- | | | | | |
|----|-----|-----|-----|-----|
| 2" | 8" | 15" | 21" | 30" |
| 4" | 10" | 16" | 24" | Unk |
| 6" | 12" | 18" | 28" | |



Size	Material	Length (ft)
1/4"	UPVC	9.9
1/4" Total Pipe Length 9.9		
1/2"	PVC	34
1/2" Total Pipe Length 34		
3/4"	UPVC	181.5
3/4"	UPVC	153.8
3/4"	PVC	4528.8
3/4"	UPVC	789.4
3/4"	UPVC	260.1
3/4"	VCP	15126.1
3/4" Total Pipe Length 23445		
1"	UPVC	15.7
1"	UPVC	402.3
1"	UPVC	7178.8
1"	UPVC	20943.7
1"	PVC	40113.2
1"	UPVC	14786.5
1"	UPVC	1006.9
1"	VCP	33317.8
1" Total Pipe Length 48824.5		
1 1/2"	UPVC	73.8
1 1/2"	UPVC	1883.1
1 1/2"	PVC	29874.8
1 1/2"	UPVC	244.5
1 1/2"	VCP	18927.8
1 1/2" Total Pipe Length 51537.8		
2"	UPVC	93.9
2"	UPVC	474.8
2"	PVC	12724.7
2"	VCP	2448
2" Total Pipe Length 14677.5		
3"	UPVC	88
3"	PVC	1719.4
3"	VCP	1875.7
3" Total Pipe Length 3118.7		
4"	UPVC	75.1
4" Total Pipe Length 75.1		
6"	UPVC	109.9
6"	PVC	1261.3
6"	VCP	1425.5
6" Total Pipe Length 2766.7		
8"	PVC	130.8
8" Total Pipe Length 130.8		
10"	UPVC	15.9
10" Total Pipe Length 15.9		
12"	UPVC	227.9
12" Total Pipe Length 227.9		
15"	PVC	15.9
15" Total Pipe Length 15.9		
18"	UPVC	8255.8
18"	PVC	1158.9
18"	UPVC	148.9
18"	VCP	223.8
18" Total Pipe Length 10813.2		
24"	UPVC	1740.9
24"	UPVC	28.2
24" Total Pipe Length 1769.4		
Overall Pipe Length 89662.9		

Legend

- Flow Meter
- ssLiftstations
- ssManholes
- ssForce mains
- Flow

Flow Meter Basins

- Basin #1A
- Basin #2A
- Basin #3A
- Basin #4A
- Basin #5A
- Basin #6A
- Basin #7A
- Basin #8A
- Basin #9A
- Basin #10A
- Basin #11A
- Basin #12A
- Basin #13A
- Basin #14A
- Basin #15A
- Basin #16A
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- Basin #23B
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- Basin #25B
- Basin #26B
- Basin #27B
- Basin #28B
- Basin #29B
- Basin #30B
- Basin #31B
- Basin #32B
- Basin #33B
- Basin #34B
- Basin #35B
- Basin #36B
- Basin #37B
- Basin #38B
- Basin #39B
- Basin #10B
- Basin #11B
- Basin #12B
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- Basin #14B
- Basin #15B
- Basin #16B
- Basin #17B
- Basin #18B
- Basin #19B
- Basin #20B
- Basin #21B
- Basin #22B
- Basin #23B
- Basin #24B
- Basin #25B
- Basin #26B
- Basin #27B

PIPE DIAMETER

- 2"
- 4"
- 6"
- 8"
- 10"
- 12"
- 15"
- 18"
- 21"
- 24"
- 28"
- 30"
- Unk

St Simons Island South Proposed Flow Meter Locations

**BGJWSC WATER PRODUCTION TOTALS BY DISTRICT
FY 2016-2017**

Brunswick St. Simons N.Mainland S. Mainland Totals (In Millions)

July	144.477	115.829	22.553	8.176	291.035
Aug	131.040	104.593	30.500	9.808	275.941
Sep	109.047	94.433	46.694	9.575	259.749
Oct	147.685	77.360	Combined with	9.026	234.071
Nov	144.046	81.875	the Brunswick	8.461	234.382
Dec	138.247	75.673	District.	7.917	221.837

Jan.	139.421	68.240		8.213	215.874
Feb	125.905	67.865		9.262	203.032
Mar	141.049	84.479		10.034	235.562
Apr	144.579	90.448		12.114	247.141
May	155.030	98.285		9.602	262.917
June	135.122	88.269		8.592	231.983
FY Total/District	1,655.648	1,047.349	99.747	110.780	2,913.524

FY Produced Average 137.971 87.279 33.249 9.232 242.794

**Total Water Consumption Billed (Revenue)
FY 2016-2017**

Dates	<u>Jul-16</u>	<u>Aug-16</u>	<u>Sep-16</u>	<u>Oct-16</u>	<u>Nov-16</u>	<u>Dec-16</u>	<u>Jan-17</u>	<u>Feb-17</u>	<u>Mar-17</u>	<u>Apr-17</u>	<u>May-17</u>	<u>Jun-17</u>
Irrigation	28791.68	33952.95	40749.8	31592.03	24231.38	21658.31	18418.46	13810.46	12828.08	22406.14	28129.19	29295.1
Water Only	75696.03	80739.87	94149.83	64855.36	53077.98	57961.22	53119.87	50926.14	51997.24	76555.21	76024.63	76047.49
Water/Sewer	453187.56	485972.64	537123.39	404614.34	315677.37	469647.14	381645.43	328927.3	330933.4	447071.1	416949.4	440314.69
Total Billed	\$557,675.27	\$600,665.46	\$672,023.02	\$501,061.73	\$392,986.73	\$549,266.67	\$453,183.76	\$393,663.90	\$395,758.72	\$546,032.45	\$521,103.22	\$545,657.28

**Total Water Consumption Billed (Kgal)
FY 2016-2017**

Irrigation	9096	9424	11009	8617	6735	6197	5049	4074	4581	6513	8015	8276
Water Only	34265	32141	34908	25549	22677	25477	23907	22059	22522	30547	30921	31016
Water/Sewer	192182	181592	199224	151630	137142	175290	150989	132156	132556	171256	162499	171539
Total Billed	235,543	223,157	245,141	185,796	166,554	206,964	179,945	158,289	159,659	208,316	201,435	210,831

Brunswick-Glynn County JWSC
Balance Sheet
June 30, 2017 and August 31, 2017

	June 30, 2017	August 31, 2017
CURRENT ASSETS		
Cash and Cash Equivalents	1,499,399	850,628
Bond Sinking Fund	320,614	953,725
Accounts Receivable	2,165,292	2,861,255
Unbilled Revenue	1,065,307	1,065,307
Prepaid Expenses	326,388	342,822
Inventory	1,260,881	1,357,863
Total Current Assets	6,637,881	7,431,600
RESTRICTED CASH ACCOUNTS		
JWSC Reserves	13,918,813	13,775,389
Capital Reserves	4,531,724	4,531,724
SPLOST Account	368,575	1,126,446.76
Trustee Held Funds	4,712,096	4,712,096
Customer Deposit Reserve	2,862,055	2,862,055
Total Restricted Cash	26,393,263	27,007,711
CAPITAL ASSETS		
Fixed Assets Net of Depreciation	127,581,414	127,701,102
Construction In Progress	9,784,175	10,266,135
Total Capital Assets	137,365,589	137,967,237
OTHER ASSETS		
Bond Issue Costs Net of Amortization	241,161	237,826.72
DEFERRED PENSION OUTFLOWS		
Total Deferred Pension Outflows	737,446	737,446
TOTAL ASSETS	171,375,340	173,381,820
CURRENT LIABILITIES		
Accounts Payable	1,523,227	478,962.78
Accrued Salaries and Vacation	486,966	486,966.05
Accrued Liabilities	36,048	36,020.60
Retainage Payable	307,596	310,689.96
Interest Payable	13,370	473,391.42
Short-Term Portion of Debt	2,511,510	2,481,447.00
Total Current Liabilities	4,878,717	4,267,478
LONG-TERM DEBT		
Long-Term Portion of Bond Payable	35,415,000	35,415,000
Long-Term Portion of Capital Leases	1,961,484	1,961,484
Total Long-Term Debt	37,376,484	37,376,484
OTHER LIABILITIES		
Customer Deposits Payable	3,119,212	3,151,438.13
Bond Premium Net of Amortization	1,213,789	1,184,997.95
Total Other Liabilities	4,333,001	4,336,436
NET PENSION LIABILITY		
Net Pension Liability	2,312,021	2,312,021
TOTAL LIABILITIES	48,900,223	48,292,419
FUND BALANCES		
Contributed Capital	97,751,477	98,122,885.00
Capital Tap Fees	9,668,938	9,499,478.00
Unrestricted	15,054,702	16,381,340.00
TOTAL FUND BALANCES	122,475,117	124,003,703

Brunswick-Glynn County JWSC
Combined Revenue Statement

For the Two Months Ended August 31, 2017

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	YTD Budget	YTD Actual	Purch. Orders	Total
Sewer Revenues	10,365,169	11,207,806	11,578,296	13,601,138	13,872,350	2,312,058	2,739,059	0	2,739,059
Water Revenues	4,620,209	4,653,950	4,905,722	6,094,303	6,231,200	1,038,533	1,210,946	0	1,210,946
Debt Charges	3,687,472	3,722,512	3,831,963	3,740,289	3,877,200	646,200	650,063	0	650,063
Administrative Fees	2,686,274	2,669,294	2,764,916	3,619,087	4,458,500	743,083	782,322	0	782,322
Other Income	1,490,128	1,582,686	1,513,696	2,555,678	3,046,600	445,267	611,742	0	611,742
	23,449,252	23,836,248	24,594,593	29,610,496	31,485,850	5,185,142	5,994,131	0	5,994,131
Governing Body Expenses	228,510	291,337	354,941	339,656	477,850	75,058	55,362	0	55,362
Personnel Expenses	7,252,446	7,496,645	8,517,466	9,496,201	10,878,600	1,813,100	1,616,107	0	1,616,107
Operating Expenses	7,352,630	7,931,640	9,110,272	10,459,026	10,927,700	1,889,891	1,269,471	737,609	2,007,080
Capital Costs	0	0	0	304,401	424,500	232,833	431	56,480	56,911
	14,833,586	15,719,622	17,982,680	20,599,285	22,708,650	4,010,883	2,941,371	794,089	3,735,460
Net Operating Revenue	8,615,666	8,116,626	6,611,913	9,011,211	8,777,200	1,174,259	3,052,761	(794,089)	2,258,672
Bad Debt Expense	491,978	644,141	598,033	1,102,104	600,000	100,000	1,507,662	0	1,507,662
Interest Expense	1,860,636	1,793,520	1,726,666	1,649,818	1,857,200	309,533	465,102	0	465,102
Debt Principal Reserve Transfers	0	0	1,939,992	2,019,996	2,020,000	336,667	336,667	0	336,667
	0	0	3,300,000	3,799,992	4,300,000	716,667	716,664	0	716,664
Capital Improvement Fees	446,090	403,589	1,201,888	3,706,279	0	0	1,033,740	0	1,033,740
Net Revenues	6,082,554	249,110	4,145,580	4,145,580	0	(288,608)	1,050,406	(794,089)	266,317

Brunswick-Glynn County JWSC

Overtime report

For the Two Months Ended August 31, 2017

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	YTD Budget	YTD Actual
Overtime Report							
Office of the Director	9,499	10,789	25,222	18,042	6,000	1,000	7,846
Public Information	0	0	0	0	5,000	833	21
Finance	40,699	44,471	55,697	47,237	35,000	5,833	18,925
Purchasing	0	305	1,399	593	2,000	333	15
Planning and Construction	1,114	1,256	8,682	4,378	8,000	1,333	528
Facilities Maintenance	0	0	0	15,979	10,000	1,667	1,059
Systems Pumping and Maintenance	231,980	154,637	183,333	241,813	200,000	33,333	29,433
Wastewater Treatment	234,093	250,376	229,652	239,565	240,000	40,000	36,569
Water Production	26,768	30,493	36,056	37,154	25,000	4,167	4,953
Water Distribution	76,242	94,967	118,068	140,411	100,000	16,667	14,263
	620,396	587,294	658,108	745,172	631,000	105,167	113,613

Brunswick-Glynn County JWSC
Project Report 2017-18
August 31, 2017

Project #	Project Name	Funding Source*	Budget	Costs To 6/30/2017	Current YR Expenditures	Current Encumbrance	Total To Date	Balance To Complete
213	NM WWTP NPDES PERMIT	On Hold	140,724	140,724			140,724	
232	SR-99 WATER MAIN EXTENSIONS	100% NM CIF	1,700,000	1,166,354	1,700	3,451	1,171,505	528,495
304	SSI VILLAGE AREA WATER IMPR	On Hold	182,752	182,752			182,752	
319	URBANA PROJECT	2,100,000	1,985,281	695	9,234		1,995,210	104,790
417	RIDGEWOOD WATER PRODUCTION FACILITY	On Hold	65,943	65,943			65,943	
418	SOUTHPORT WATER PRODUCTION FACILITY	On Hold	57,621	57,621			57,621	
419	CANAL ROAD TO OLD JESUP WATER & SEWER IMPROV	50% NM CIF	1,056,159	428			1,056,587	62,610
421	MANSFIELD STREET PROJECT	Complete	1,115,000	547,955		504,435	1,052,390	
424	LOW PRESSURE SEWER DESIGN - COMMUNITY RD	On Hold	14,657	14,657			14,657	
425	LOW PRESSURE SEWER DESIGN - EPWORTH ACRES	On Hold	8,723	8,723			8,723	
501	ALDER CIRCLE FIRE LINE	242,218	21,000				21,000	221,218
503	CANAL CROSSING WATER & SEWER IMPROVEMENTS	50% NM CIF	840,000	578,518	155,273	1,580,257	1,971,376	261,482
504	CANAL ROAD PUMP STATION	520,000	305,564				305,564	214,436
505	LIFT STATION 2032 and FORCEMAIN	3,350,000	2,377,226	142,567			2,519,793	830,207
601	MACON STREET WATER IMPROVEMENTS	50,000	36,617				36,617	13,383
602	HOLLY STREET	497,691	41,963				41,963	455,728
701	PS 4048 FORCE MAIN IMPROVEMENTS	2,000,000	235,846	155,273	1,580,257		1,971,376	28,624
702	NORTH MAINLAND SEWER BASIN REROUTE	11,700,000	17,371	84,086	3,023,506		3,124,963	8,575,037
703	PS 4003 DECOMMISSION AND GRAVITY SEWER	6,800,000	0				0	6,800,000
704	CANAL ROAD TO GLYNCO 12" WATERMAIN LOOP	1,000,000	0	48,000			48,000	952,000
705	HAUTALA TO OLD JESUP WATERMAIN LOOP	110,000	0				0	110,000
706	DUNBAR CREEK WWTP PROJECT EVALUATION	20,000	0				0	20,000
707	ACADEMY CREEK WWTP PROJECT EVALUATION	35,000	0				0	35,000
708	ACADEMY CREEK WWTP ODOR CONTROL	20,000	0	993	19,008		20,000	0
709	MAINLAND SEWER TRANSMISSION SYSTEM CAPACITY	20,000	0				0	20,000
801	ACADEMY CREEK IMPROVEMENTS	Bond Fund	800,600	993	19,008		20,000	780,600
			32,920,509	9,390,784	434,733	5,158,897	14,984,414	20,013,610

* Funding from R&R Reserve if not otherwise identified.

RESERVE BALANCES	Balance 6/30/17	Deposits	Expenditures	Encumbrances	Balance To Complete	Available Funds
CAPITAL RESERVE	2,100,000	50,000				2,150,000
EXPANSION RESERVE	520,563					520,563
REPAIR AND REPLACEMENT RESERVE	4,735,469	666,664	(214,201)	(2,112,933)	(1,728,613)	1,346,387
CAPITAL IMPROVEMENT FEE RESERVES	4,531,730	987,940	(135,454)	(3,451)	(2,129,361)	3,251,405
BOND CONSTRUCTION FUND	800,600		(993)	(19,008)	(780,600)	0
	12,688,362	1,704,604	(350,647)	(2,135,391)	(4,638,573)	7,268,354
SPLOST	368,575	757,872	(84,086)	(3,023,506)	(15,375,037)	(17,356,182)