

**GEORGETOWN COUNTY WATER AND SEWER DISTRICT
BOARD OF DIRECTORS MEETING
THURSDAY AUGUST 14, 2025 – 6:00 PM
PAWLEYS ISLAND, SC**



AGENDA

- I. CALL TO ORDER AND PROOF OF QUORUM (6:00 PM)**
- II. PUBLIC HEARING (6:00 PM – 6:10 PM)**
 - 1. Opening Statement by the Chair
 - 2. Assessment Appeals Hearing
- III. READING AND APPROVAL OF MINUTES (6:10 PM – 6:15 PM)**
 - 1. Minutes from the Regular Meeting on July 10, 2025
- IV. NEW BUSINESS (6:15 PM – 6:40 PM)**
 - 1. AMI Smart Metering – Cost Projections
 - 2. Construction Truck Emergency Purchase
 - 3. Resolution to Amend District Bylaws
 - 4. Pawleys Island WWTP Bar Screen Rehabilitation
 - 5. Bypass Pump Purchase
 - 6. AutoCAD Standards Development & Training
 - 7. West Georgetown Sewer Study – Engineering Proposals
 - 8. Red Hill Water Interconnect – Material Bids
 - 9. Red Hill Interconnect – Labor Contract
- V. PROJECT PLANNING AND REVIEW (6:40 PM – 6:50 PM)**
 - 1. Capital Improvement Projects: Status Report
 - 2. Developer Projects: Status Report
- VI. EXECUTIVE DIRECTOR'S REPORT (6:50 PM – 7:00 PM)**
 - 1. Fiscal Year 2025 Year-End Financial Report
 - 2. June 2025 Financial Report
- VII. ADJOURN (7:00 PM)**



MEMO

TO: BOARD OF DIRECTORS

FROM: ZACHARY W. WEBB, CPA
FINANCIAL/ADMINISTRATION SERVICES DIRECTOR

DATE: JULY 31, 2025

SUBJECT: ASSESSMENT APPEALS HEARING

The Board of Directors recently approved resolutions providing for the imposition of assessments against newly subdivided parcels and units added in areas previously assessed. In accordance with South Carolina Statutory Law and the Board adopted resolution, each property owner, so affected, was provided notice of the imposition of the assessment lien and his/her appeal rights. In addition, owners with previously imposed assessments may file an appeal when certain circumstances change. Appeals of this nature include parcels that have been combined.

South Carolina law provides that a timely filed assessment appeal must be received no later than three (3) days prior to the date of the assessment appeals hearing. Each appeal must be submitted in writing. The deadline for the receipt of appeals was set for noon, Monday, August 11, 2025. As of Thursday, July 31, 2025, three (3) appeals have been received. The documentation submitted by the appellants, appeals hearing guidance procedures, and District staff's findings will be provided to the Board of Directors in a separate document.

In addition to a successful appeal, the assessment roll may be modified if staff has made an error or is presented with information on units currently assessed in the Plantersville area that are no longer subject to the assessment under the guidelines used to determine the original assessment. Per unit assessments may be recommended for abatement for reasons such as removal of the unit due to repossession, destruction of the unit due to fire or a determination by the County that the unit is not habitable. If staff determines that a unit qualifies for consideration for abatement, staff will provide justification and documentation for the abatement as a separate section in the appeals hearing document for final determination by the Board of Directors.

Recommendation: See assessment booklets.

GEORGETOWN COUNTY WATER AND SEWER DISTRICT
BOARD OF DIRECTORS – REGULAR MEETING
THURSDAY, JULY 10, 2025
PAWLEYS ISLAND, SC

Board Members Present:

Leona Myers Miller, Chair
John Sands, Vice Chair
Whitney Hills, Secretary
Steve Squires, Assistant Secretary
Skip Corn, Member
Zann Smith, Member
Comeletia Pyatt, Member

Staff Present:

Tommie Kennedy, Executive Director
Zach Webb, Finance/Admin Services Director
Michael Yip, Operations Director
Amanda Gill, Engineering/Construction Director
Dorothy Small, HR Manager
Carson White, HR Generalist/Exec. Assistant
Doris Simmons, Customer Advocate

Others Present: Maria Whitehead, Helen Rogers, Erin Pate

I. CALL TO ORDER AND PROOF OF QUORUM

The Georgetown County Water and Sewer District Board of Directors met in person on Thursday, July 10, 2025. The agenda was publicly posted at the District offices and was emailed to the *Coastal Observer*, the *Georgetown Times*, and *Sun News*. A quorum was verified, and the meeting was called into session by order of Chair, Leona Myers Miller promptly at 6:00 PM.

II. READING AND APPROVAL OF MINUTES

The minutes of the Board meeting held on June 5, 2025, were submitted for approval. There were no additions or corrections to the meeting minutes held on June 5, 2025. Chair, Leona Myers Miller accepted a motion from Vice Chair, John Sands duly seconded by Member, Skip Corn to approve the minutes. The motion carried unanimously.

III. NEW BUSINESS

1. Speaker – Maria Whitehead,

Maria Whitehead, the Senior VP of Southeast Land with the Open Space Institute, presented a PowerPoint outlining an initiative to establish a Clean Water Fund. Ms. Whitehead explained the goal of the fund is to safeguard the drinking water supply for Georgetown County residents and protect aquatic ecosystems across the county. Ms. Whitehead highlighted the identification of 52,877 acres of priority land within key watersheds, deemed critical for source water protection. She noted that while South Carolina contains 20 million acres of land and water, only 3 million have been conserved, with over 2 million already developed. Ms. Whitehead reviewed case studies from other successful watershed protection programs and explained how these models show effective fund management by utilities or NGO partners. The next phase, in collaboration with the Open Space Institute (OSI), will focus on strategic land acquisition and restoration. Ms. Whitehead emphasized opportunities for leveraging resources through partnerships and federal programs such as 319 Funds and the US Endowment. Chair Leona Myers Miller informed Ms. Whitehead that the Board will review the initiative and discuss future steps.

2. Water and Sewer Assessment – Resolution

Financial and Administration Services Director Zach Webb presented a resolution to the Board regarding the District's annual review of water and sewer assessments. Mr. Webb explained that the District utilizes an assessment process to finance the extension of water and sewer services to existing communities that request such services. These assessments are calculated on a per unit or per parcel basis by subtracting any grant contributions from the total project cost and dividing the remaining balance among the benefiting parcels or units. Mr. Webb informed the Board that assessments may be paid in full or financed over a period of up to 20 years. For the period between July 1, 2024, and June 1, 2025, staff reviewed property records provided by the Georgetown County Auditor and Assessor. As a result, fifteen (15) parcels were identified as having been subdivided, and three (3) new units were added in the Plantersville project area. Additionally, six (6) grinder pump/STEP units were financed through the assessment process in areas requiring alternative sewer methods. Mr. Webb

explained that affected property owners will be notified and given an opportunity to appeal during the August Board meeting. Staff recommended that the parcels identified as subdivided (or units added) in previously assessed areas be added to the assessment roll for calendar year 2025. Without further discussion, Chair, Leona Myers Miller accepted a motion from Vice Chair, John Sands duly seconded by Secretary Whitney Hills, to approve Staff's recommendation that the parcels identified as subdivided (or units added) in previously assessed areas be added to the assessment roll for calendar year 2025. The motion was approved unanimously.

3. Wassamassaw Road Assessment Roll - Resolution

Finance and Administration Services Director, Zach Webb presented a Resolution to the Board regarding the completion of the Wassamassaw Sewer Project. Staff identified thirty-one (31) parcels subject to assessment. The final project cost totaled \$20,397.00, which is \$9,791.00 under the original estimated cost of \$30,188.00. Based on this total, the cost per parcel is calculated at \$657.97. Mr. Webb noted that the annual assessment per parcel, based on an 8.250% interest rate over five (5) years, will be \$165.88. Mr. Webb explained that assessment eligibility was determined using Georgetown County's zoning classifications, parcel size, property use, and submitted service applications. Staff recommended approving the Wassamassaw Drive Sewer Project Assessment Roll Resolution. Without further discussion, Chair, Leona Myers Miller accepted a motion from Vice Chair, John Sands duly seconded by Member Comeletia Pyatt, to approve the Wassamassaw Drive Sewer Project Assessment Roll Resolution. The motion was approved unanimously.

4. Sampit Sewer – Engineering Proposals

Engineering and Construction Director, Amanda Gill, presented an update to the Board regarding the Sampit Sewer Project. Mrs. Gill explained that while the community has access to public water, residents continue to rely on private septic systems and have expressed interest in transitioning to public sewer service. Mrs. Gill discussed how funding for the project was recently approved by voters through the Capital Project Sales Tax (CPST) initiative, allowing the project to move forward. Mrs. Gill informed the Board that on May 8th, the District issued a Request for Proposals (RFP) for engineering design services to three pre-qualified engineering firms. Mrs. Gill noted that each firm was required to meet with District staff to ensure a

comprehensive understanding of the project scope, and proposals were due by June 17th. A staff evaluation committee reviewed and scored the proposals based on the evaluation criteria included in the RFP. Two proposals were submitted: Thomas and Hutton received the highest average score of 96.4, while AECOM received an average score of 90.6. Mrs. Gill explained that Thomas and Hutton proposed engineering services at a not-to-exceed cost of \$1,184,080 and covers data collection and surveying, hydraulic analysis, design and permitting, and bidding assistance for one phase of the project. Mrs. Gill informed the Board that additional engineering and construction administration costs will be required as the final design determines the number of basins and phases necessary for the full project build-out. Mrs. Gill further explained that up to \$13,302,650 will be reimbursed through Georgetown County CPST and the initial \$1,184,080 will be funded through Sewer Impact Fees. Staff recommended that the Board award the engineering contract to Thomas and Hutton and increase the total engineering budget for the project to \$1,800,000 to align with the CPST-approved funding. Without further discussion, Chair Leona Myers Miller accepted a motion from Secretary Whitney Hills, duly seconded by Vice Chair John Sands, to approve awarding the Sampit Sewer Project to Thomas and Hutton for a cost not to exceed \$1,184,080 and increase the budget for engineering on this project to \$1,800,000 to match the CPST approved amount. The motion was approved unanimously.

IV. PROJECT PLANNING AND REVIEW

1. Capital Improvement Projects: Status Report

Engineering and Construction Director, Amanda Gill reviewed the Capital Improvement Projects with the Board.

1. Raw Water Intake Solution

There is a need for alternative water source supplies for the Waccamaw Neck Water Treatment Plant. The District sent out Requests for Proposals to four of the pre-qualified engineering firms to provide a permanent solution to supply a constant raw water flow to the Plant. Proposals from our prequalified engineering firms are due in March. The contract for design has been awarded to WK Dickson. SCIIP funding for this project has been approved. The Canal dredging work is complete. The Contract for the intake structure was awarded to Consensus Construction. The contractor has completed the intake structure and will be installing the intake line up

to the raw water wet well. The major wet well tie in has been postponed until August due to peak summer demands.

2. **Sandy Island Water Treatment Plant Upgrade - Design**

The Sandy Island Water Treatment Plant is currently designed to treat 8 Million Gallons a Day (MGD). Due to continued growth in the area, the plant is reaching its capacity. In order to continue serving our customers, the 'Best Tasting Water in South Carolina, ' an upgrade to the plant is required. A 2014 Preliminary Engineering Report (PER) discussed the upgrades and design needed to increase the capacity to a 10 and ultimately a 12 MGD treatment plant. The Task Order for engineering with WK Dickson has been signed. SCIIP funding for this project has been approved. The PER has been approved by DHEC. All permitting has been issued. This project received RIA approval, and a contract was signed with Consensus Construction. The foundation for the sediment basin has been poured. Portions of the sediment basin walls have been poured and the additional chemical containment area has been installed.

3. **Red Hill Water Improvements Project**

This project consists of an elevated water storage tank and an interconnect to the Carvers Bay water system to strengthen the system while providing service to all of the existing homes and some future homes. The existing system is isolated and only has one well and one small pneumatic tank. A Task Order with AECOM was executed. SCIIP funding for this project has been approved. The Contract for the tank was awarded to Maguire Iron. A pre-construction meeting was held on August 28th. Clearing has been completed on the Tank site. Permitting for the interconnect has been submitted. The foundation piles have been installed. The tank contractor has mobilized and working on the foundation.

4. **701 Corridor Water Main Phase I**

This project was designed, but not permitted and ultimately shelved back in 2015. Georgetown County is currently in the process of designing Phase II of Brick Chimney Road which will connect Highway 51 to Highway 701. The District has discussed utilizing the Right of Way with the County which would eliminate the need to get additional easements and permits with using the Santee Cooper Right of Way, as well as make for easier access for maintenance and repair of the trunk line in the future. The Task Order with Hazen and Sawyer was signed, and they will begin gathering additional survey data. The SCIIP funding for this phase and additional phases was not granted. Staff received 90% drawings and sent comments back. Staff has received 100% drawings as well as permitting documents. No change

5. **County Water Line Projects**

A total of 7 areas were approved by Georgetown County Council to install water lines for the communities. Staff have sent out material and bore bids

for some of the areas, with bids due back on November 7th. Below are updates for each individual project area:

6. Ports Hill – Construction and testing is complete – connection can now be made.
7. Tomahawk – Construction and testing is complete - connection can now be made.
8. Holland – Construction and testing is complete - connection can now be made.
9. Old Pee Dee / North – Main line complete – connections can now be made.
10. Nate / Sampit – Main line complete – connections can now be made.
11. Johnson Rd – Main line complete – connections can now be made.
12. Old Pee Dee / Petersfield / Blanche – Construction and testing is complete - connection can now be made.

This project will be removed from the list next month.

1. North Santee Sewer Project

Requests for Proposals for engineering were sent out to our prequalified engineering firms for a county-funded sewer project to serve the North Santee community near Powell Road, Mount Zion Road, and Corner Loop. Proposals are due back by September 7th. A kick-off meeting was held with Weston and Sampson for the design. Staff have begun discussions with the community and those directly impacted by the project. Staff have received 100% drawings, and the permitting process is ongoing. Some permits have been issued. The contract has been awarded to RCB Contractors. A pre-construction conference was held on August 28th. The main line has been completed and tested. We have received the permit to operate from SCDES. The Contractor has installed 10 of the 11 STEP units and connected to the existing homes. No change

2. FY2025 Hydrant Replacements

Each year, the District selects both fire hydrants and post hydrants to replace throughout the District's service area. These hydrants are selected based on age and ease of operation. This year, staff put together a list of 15 Fire Hydrants and 15 Post Hydrants to replace them based on inspections by both District staff and Fire Department personnel. Bids for this year's project were due back on November 26th. The contractor, Lawrimore Construction, has started the work. The contractor has completed all hydrant replacements and this project will be removed from the list next month.

3. FY2025 Gravity Sewer CCTV

This is a continuation of the District's inspections of the gravity sewer system. Staff is finalizing a list of main lines that have not yet been inspected

by CCTV and will be obtaining a cost to bring back to the Board of Directors.
No change.

4. Capital Project Sales Tax (CPST)

These projects are funded as part of Georgetown County's approved 1% Capital Project Sales Tax, voted on by County residents on November 5, 2024.

- a. **Sampit Community Sewer Project** – Staff has issued a Request for Proposal (RFP) and conducting meetings with three of the prequalified engineering firms. Update in separate memo.
- b. **Jerusalem and NW Pee Dee Region Water Project**
- c. **701 Corridor Water Main – Phase I & II**
- d. **701 Corridor Water Main – Phase III (Plantersville Water System Upgrade)**
- e. **St. Luke Community Sewer Project**

5. Debordieu Force Main Upgrade

Installation of a 10" force main funded through DECAP to upgrade the force main size serving two of the larger pump stations in Debordieu. The contract was awarded to RCB Contractors. Some materials have been delivered and installation will begin once the contractor is completed with the North Santee sewer project. The contractor has started this project.

6. West Side Sewer Analysis

This study will evaluate the current sewer collection system in Western Georgetown County, north of the city of Georgetown. This study is necessary due to the accelerated growth in this area and to ensure the sewer system maintains sufficient capacity. A Request For Proposal (RFP) was issued and is due back by July 31st and will be presented to the Board in August.

2. Developer Projects: Status Report

Engineering and Construction Director, Amanda Gill updated the Board on various developer projects.

1. Collins Creek PH 7

Located off Collins Creek Rd in Murrells Inlet. The project consists of 31 single-family lots. Construction Permits received from DHEC. A pre-construction conference was held and is ready for water and sewer construction. No change

2. Wachesaw Trail

Located at the intersection of Wachesaw Rd and New River Rd. the project consists of 9 single-family lots. Preliminary approval has been given for this

project. Ready for the construction of water and sewer. Construction is underway. The testing of the lines was completed. Staff are waiting on additional documents before submitting them to SCDES for operational approval. No change

3. Brookgreen Gardens Conservatory

Located in Brookgreen Gardens. The project consists of a multi-purpose commercial building for Brookgreen Events. Preliminary approval was given. Construction is underway. Testing of the main lines is scheduled for next week.

4. Osprey Town Homes

Located off Parkersville Rd. near Archer Rd. in Litchfield. The project consists of 47 town homes. SCDES Permits received. No change

5. The Reserve at Crown Pointe

Located between 701 North and David W. Ray Drive in Georgetown. The project consists of 128 single-family lots. Preliminary approval was given. The SCDES construction permit was received. A pre-construction conference was held and utility construction is scheduled to start in August.

6. South Island Landing Phase 1

This project is located on Hwy 17 South, behind Apple Cool Storage in Georgetown. This project consists of 63 single-family lots. This project is inside the annexed City Limits of Georgetown, but we will still provide water and sewer service to this phase. The Master plan for this development will have some phases served by the City and some served by the District because the original service area boundary splits this property. 274 lots total for all phases. Construction has been approved, and this project is back under construction. No change

7. Regatta Townhomes

Located off Petigru Dr. near Gertrude Dr. in Pawleys Island. The project consists of 41 townhomes. SCDES permits received. No change

8. Sweetgrass Townhomes

Located off Petigru Dr. near Godfrey Rd in Pawleys Island, this project consists of 40 units as townhomes. The SCDES Construction permits have been issued.

9. Martin Luther King Estates

Located off Petigru Dr., just south of Martin Luther King Rd in Pawleys Island. This project consists of 7 single-family lots. A pre-construction Conference was held. Construction is underway. Testing of the utilities was completed. Staff is waiting on additional documents before submitting them to SCDES for operational approval. No change

10. Sanderling Bay

Located at the northwest intersection of Petigru Dr. and Martin Luther King Rd in Pawleys Island. This project consists of 22 single-family lots. A pre-construction meeting was held, and construction was approved. The project is under construction. No change

11. Carolina Trails

Located just north of the 701 / Browns Ferry Road intersection, this project consists of 180 Townhomes, 175 Single-family lots, and 1 commercial building. Letter of Intent received by staff. No change

12. Kingsbury Subdivision

Located along Moury Drive, just off McDonald Rd in Georgetown, this project consists of 51 single-family lots. This project has received an SCDES construction permit. Construction is underway. No change

13. Riverview RV Resort

Located along HWY 521 just west of 8 Oaks Park in Georgetown, this project consists of 635 campsites, 2 amenity centers, 2 boathouses, and a check-in center (386 REUs). This project has received preliminary approval and is in design. SCDES construction permits have been issued. No change

14. Magic Oaks

Located along Ocean Highway in Pawleys Island, just south of the Hammock Shops, this project consists of 27 single-family homes and an amenity center/ pool. The project has received preliminary approval and is in design. No change

15. Majestic Oaks

Located along Highway 17 Business in Murrells Inlet at Oyster Bay Drive. This project consists of 14 condo units being added to the existing multi-family community. SCDES construction permit has been received. This project is under construction.

16. Waverly Court

This project is located along Waverly Road near Newman and consists of 7 single-family lots. This project has received preliminary approval. Staff has received and reviewed the DRP packet and sent back comments.

17. The Enclave at Crown Pointe

This is a 374-lot development consisting of townhomes and single-family homes located on the northeast side of the intersection of Hwy 701 and Pringle Ferry Road in Georgetown. The 10% invoice has been issued, and comments have been issued to the Engineer. No change

18. Tradition at Crown Pointe

This is a 369-lot development consisting of single-family homes located between Hwy 701 and Browns Ferry Rd in Georgetown. Staff have done a preliminary review of this project and issued comments. No change

19. Peru Plantation West Phase 2

This project consists of an additional 127 single-family lots along the 701 corridor just south of the Black River. Staff have received preliminary drawings. No change

20. Johnson Road Estates

This project consists of 10 single family lots off Johnson Road in Georgetown. Staff has received the DRP packet for review. This project has received the SCDES Water Construction permit.

21. Kent 240 Tract

This is a 44-lot subdivision project located on Kent Road in Georgetown near Hwy 521. Staff has received the initial Intent to Develop submittal on this project. No change

22. Georgetown Estates Phase 1A

This project consists of 10 single family homes. The phase is the front 10 lots of the existing Georgetown Estates development along Hwy 521 in Georgetown. Staff has received and reviewed the DRP submittal and has issued comments back to the engineer.

23. Georgetown Estates Phase 1B

This project consists of 8 single family homes. The phase is behind the existing Georgetown Estates development along Hwy 521 in Georgetown. Staff has received and reviewed the DRP submittal and has issued comments back to the engineer.

24. Georgetown Estates Phase 2

This project consists of 75 single family homes. The phase is behind the existing Georgetown Estates development along Hwy 521 in Georgetown. Staff has received and reviewed the DRP submittal and has issued comments back to the engineer.

25. Georgetown Estates Phase 3

This project consists of 71 single family homes. The phase is behind the existing Georgetown Estates development along Hwy 521 in Georgetown. Staff has received and reviewed the DRP submittal and has issued comments back to the engineer.

26. Georgetown Estates Phase 4

This project consists of 84 single family homes. The phase is behind the existing Georgetown Estates development along Hwy 521 in Georgetown. Staff has received and reviewed the DRP submittal and has issued comments back to the engineer.

27. Seapine Lane Sewer

This project consists of 3 single family homes in Pawleys Island just off Ocean Hwy. The project will be extending gravity sewer and installing water taps for the three residential lots. This DRP packet has been submitted to SCDES for permit review.

TOTAL RESIDENTIAL EQUIVALENT UNITS:	2229
UNITS IN WACCAMAW NECK:	254
UNITS IN WEST GEORGETOWN:	1975

V. EXECUTIVE DIRECTOR'S REPORT

1. May 2025 Financial Report

Finance and Administration Services Director, Zach Webb pointed out various items of interest in the May 2025 financial report. The May 2025 financial report is attached and made a part of these minutes.

2. HR Quarterly Report

HR Manager, Dorothy Small addressed the Board with various items of interest in the report on human resources events.

VI. ADJOURN

There being no further business, Chair, Leona Myers Miller accepted a motion from Vice Chair, John Sands seconded by Assistant Secretary, Whitney Hills to adjourn the meeting at approximately 7:05 PM. The motion carried unanimously.

Whitney Hills, Secretary

Leona Myers Miller, Chair



MEMO

TO: BOARD OF DIRECTORS

FROM: ZACH W. WEBB, CPA
FINANCIAL/ADMINISTRATION SERVICES DIRECTOR

DATE: AUGUST 6, 2025

SUBJECT: AMI – CELLULAR PROPOGATION STUDIES UPDATE

The Board of Directors approved a budgeted amount of \$20,000 for AMI (advanced metering infrastructure) and cellular propagation studies to assess the potential cost and feasibility of implementing smart metering solutions within the District's service area.

Propagation studies were completed by three leading companies to evaluate signal coverage and infrastructure requirements for various smart metering approaches including, traditional base station systems, software-as-a-Service (SaaS) platforms, and cellular-based metering. Each approach carries advantages and tradeoffs in terms of initial capital outlay and ongoing operational costs. A detailed cost-benefit analysis will be conducted if the Board initiates a formal request for proposals at a later date.

The attached preliminary implementation estimate is based on the lowest-cost option and suggests a potential customer charge increase of less than \$1 per bill. These projections are intentionally conservative, and exclude inflationary adjustments, future pay increases, eventual additions to meter staff, and indirect administrative overhead allocated to manual meter reading. Potential grant funding could also reduce the customer impact.

While projections suggest slightly higher costs, the following non-monetary benefits may warrant the continued consideration of a smart metering solution.

For Customers:

- Immediate leak detection and high-usage alerts
- Access to real-time water usage data
- Increased confidence from accurate, automated readings
- Predictable 30-day billing cycles

For the District:

- Improved safety and efficiency for meter readers
- Fewer billing adjustments due to misreads
- Better tracking of water loss and system leaks
- Reduced fuel usage and environmental impact
- More efficient and consistent billing operations

FISCAL IMPACT:

None at this time. All propagation studies were provided free of charge.

RECOMMENDATION:

For information only. At the Board's direction, staff will explore potential grant funding opportunities to help offset implementation costs and minimize customer impact.

Annual Cost Comparison

Current Manual Meter Reading Costs

Meter Reader Salaries	291,800
Fica	22,323
Retirement	54,158
Personnel Insurance	94,702
Overtime	20,000
Auto Supplies (Fuel)	21,439
Maint and Repair Vehicles	12,412
Phones, Uniforms, Supplies	4,000
Allocated Vehicle Costs - Depreciation	25,000
Manual Reading Annual Costs	545,834

Net Annual Cost Impact of AMI Deployment

Annual Est Debt Service	619,648
Recurring AMI Software Fees	150,000
Reduced Personnel Costs	(272,917.08)
Rev Increase Expected	(250,000)
Annual Meter Installation	(70,000)
Net Additional Annual Costs	176,731

Est cost to read a meter increase: \$0.59
Per Bill



MEMO

TO: BOARD OF DIRECTORS

**FROM: TOMMIE H. KENNEDY, PE
EXECUTIVE DIRECTOR**

DATE: AUGUST 05, 2025

SUBJECT: CONSTRUCTION TRUCK EMERGENCY PURCHASE

On July 24th a District truck was involved in a traffic accident that totaled the truck. This vehicle was one of the two construction vehicles that responds to leaks, spills, and other types of emergencies. This vehicle is used to pull our excavation equipment that is needed for almost every repair we make. In order to purchase another vehicle as quickly as possible the finance department began seeking pricing from nearby dealers. To resolve the situation as quickly as possible and to prevent possible sewer spills, the District declared this an emergency.

In accordance with the Emergency Procurement Policy the Executive Director issued an emergency declaration because this emergency is affecting public health and safety. This policy provides that contracts may be negotiated and awarded without public advertising for bids when an emergency affecting the public health, safety, or welfare requires the immediate delivery of goods or the performance of services.

Staff contacted three dealers that had replacement trucks available.

Conway Chrysler Dodge	\$66,039
John Hiester Chrysler Dodge	\$88,000
South Strand Ram	\$85,464

Due to the emergency, we purchased the replacement truck from Conway Chrysler Dodge for \$66,039. This is \$636 cheaper than the original truck that was purchased in 2023

FISCAL IMPACT: \$66,039.00 paid from the Operating Fund.

RECOMMENDATION: This is for information only.

Service Truck

Stock #D18774

Comvoy.com - Online Quote - John Hiester Chrysler



Photos may be stock images.

Photos may be stock images.

Vehicle Notes

Bright White Clearcoat 2024 Ram 3500 Tradesman 4WD 8-Speed Automatic 6.4L V8 Get off your ciester and come to Hiester!!! Plus tax, title and license. P...
[Read More...](#)

Chassis Details

Stock Number	D18774
Stock Type	New
Year	2024
Make	Ram
Model	Ram 3500
Class	3
Drivetrain	4x4
Wheelbase	169.5
Cab Type	Crew
Vehicle Trim	Tradesman
Vehicle VIN	3C63R3GJ6RG274077
Interior Color	Diesel Gray/Black
Exterior Color Description	White

 Knapheide Steel Service Body - RAM

 [Watch Video](#)

Body Details

Manufacturer	KNAPHEIDE SINCE 1848
Body Type	Service Truck
Body Line	Steel Service Body
Body Model	696
Body Material	Steel
Body Height	40"
Body Width	78"
Body Length	8'
Body Inside Width	49"
Bumper Material	Galva-Grip
Bumper Width	78"
Compartment Description	(2) Adjustable Divider Shelves and Dividers, in The Street and Curb Side Front Vertical Compartments, (1) Adjustable Divider Shelf and Dividers



Share



Calculate Payments



Call



Print

Price

\$88,000

Vehicle
Financing



\$1,563 monthly
Estimated payment for **72 months**
[Calculate new payment](#)

**Vehicle available NOW in
Lillington, NC.**

**Contact John Hiester Chrysler
Dodge Jeep for more info.
(910) 335-9109**



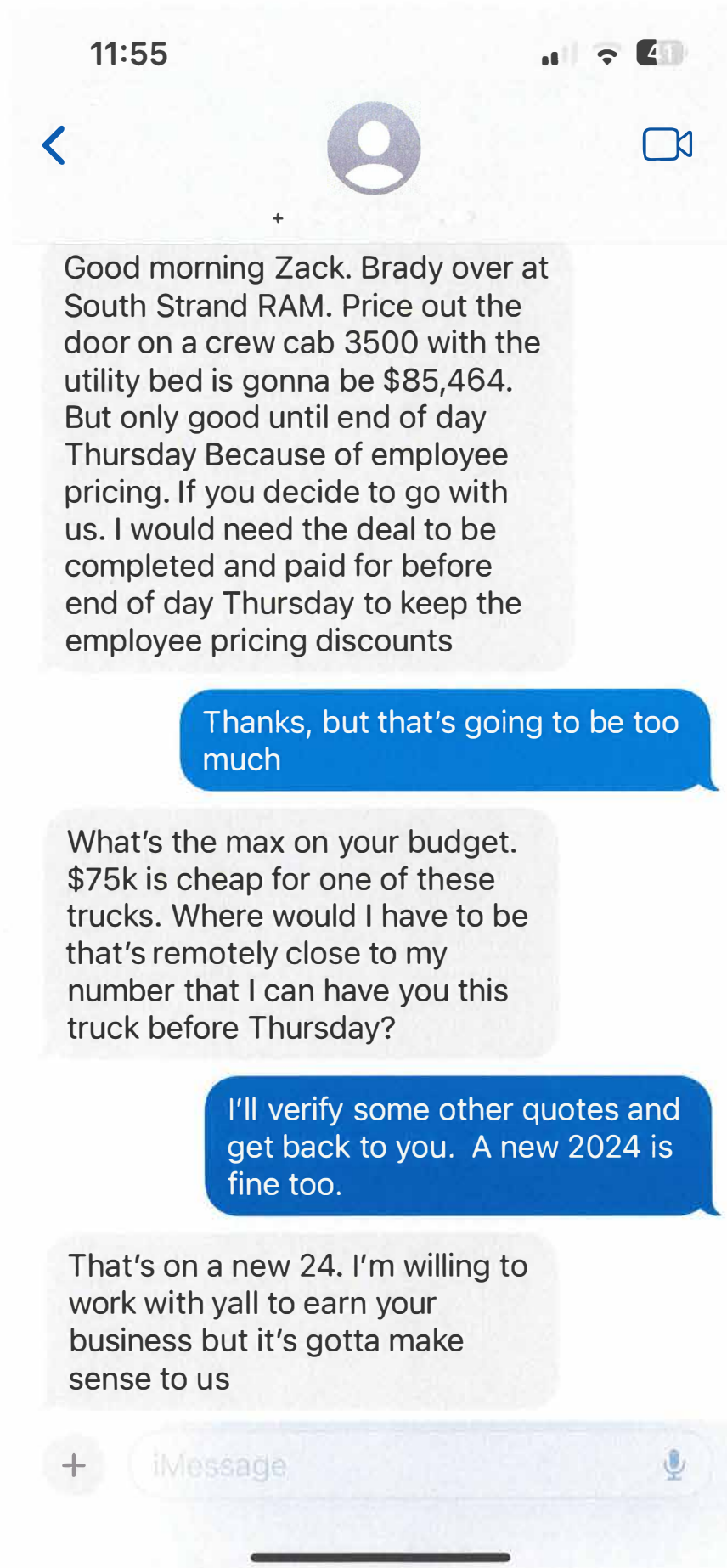
See Dealership's Other Listings

View Dealership Website 

Vehicle
Transportation



Get a quote to transport this specific vehicle from the dealer's location straight to your business.





Date: **07/30/2025 6:41 PM**
Salesperson: **Gregg Baldwin Torey Reed**
Manager: **Gregg Baldwin**

FOR INTERNAL USE ONLY

BUSINESS NAME GEORGETOWN COUNTY WATER AND SEWER D Home Phone: _____
CONTACT ZACH WEBB
Address : 4145 HIGHMARKET ST
GEORGETWN, SC 29440 Work Phone: _____
GEORGETOWN
E-Mail : _____ Cell Phone: _____

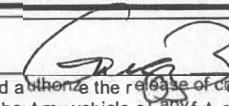
VEHICLE

Stock # : **C11476** New / Used : **New** VIN : **3C7WRTCJ5RG130213** Mileage : **35**
Vehicle : **2024 RAM 3500 Chassis** Color : **WHITE**
Type : **Tradesman/SLT/L**

TRADE IN

Payoff : _____ VIN : _____ Mileage : _____
Vehicle : _____ Color : _____
Type : _____

Selling Price	78,125.00
Discount	10,962.00
Rebate	2,500.00
Adjusted Price	64,663.00
READING SERVICE BODY AND HITCH	1.00
EXTENDED WARRANTY	400.00
Total Purchase	65,064.00
Trade Allowance	
Trade Difference	
Admin Fee	475.00
IMF	500.00
Trade Payoff	
Cash Deposit	
Balance	66,039.00

Customer Approval: _____ Management Approval: 
By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

Previous Truck Invoice

2385 Church Street
P.O. Box 770
Conway, SC 29528



Phone: (843) 365-7331

Fax: (843) 365-0677

Date 06/19/2023

Stock Number C10673

Buyers Name GEORGETOWN COUNTY WATER & SEWER DISTRICT

Date of Birth Drivers Lic. #

Address 4145 HIGHMARKET ST

City GEORGETOWN State SC Zip 29440

County GEORGETOWN F.

Home Phone Work Phone

TRADE-IN INFORMATION

Year N/A Make N/A Model N/A
Serial No. N/A
Cyl. N/A Color N/A Mileage N/A
License No. N/A Slicker No. N/A
State N/A Expires N/A
Lienholder N/A
Address N/A
City N/A State N/A Zip N/A
Phone Number N/A
Amount of Payoff \$ N/A
Good Through N/A
Does Lienholder Have Title? N/A
Any Second Liens? N/A
Lienholder Contact N/A
Verified by Dealership CONWAY CHRYSLER DODGE JEEP, INC
ACCOUNT NUMBER N/A

New X Used Year 2023 Make RAM
Doors Slicker No. C10673 Model 3500
Serial Number 3C7WRSCJ9PG555893
Color BRIGHT WHITE Mileage 185
Lienholder

LIST PRICE	\$ 66700.00
SPECIAL PACKAGE DISCOUNT	
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
Service Agreement	N/A
N/A	N/A
N/A	N/A
Cash Delivered Price with Accessories & Equipment	\$ 66700.00
Trade-In Allowance	N/A
Subtotal	66700.00
State Sales Tax / SCDMV IMF	500.00
ADMINISTRATIVE FEES	\$ 475.00
License, Transfer & Registration	N/A
Temporary License Plate	N/A
Subtotal	\$ 67675.00
BALANCE OWE ON TRADE	
Amount of Payoff \$	N/A
Unpaid Balance of Cash Price	\$ 67675.00
Deposit	N/A
Cash on Delivery	N/A
Rebate	1000.00
NET BALANCE DUE	\$ 66675.00

INSURANCE INFORMATION

Company Name N/A
Policy Number L130220223
Agent STATE FISCAL ACCOUNTABILITY AUTHORITY
Address 1201 MAIN ST SUITE 500
City COLUMBIA State SC Zip 29201
Phone Number 8037370020
Lienholder Given N/A
Collision ☐ Yes ☐ No Amount of Deductible \$ N/A
Agency Contact STATE FISCAL ACCOUNTABILITY AUTHORITY
Transferred by Dealership
Policies
Dates 08/09/2022 TO 08/09/2023

CUSTOMER UNDERSTANDS THAT CUSTOMER DOWN PAYMENTS ARE NON-REFUNDABLE AND THAT CONWAY CHRYSLER DODGE JEEP, INC. HAS AUTHORIZATION TO CHECK PURCHASER'S CREDIT FOR THE PURPOSE OF TAKING DELIVERY OF ABOVE LISTED VEHICLE.

Buyer's Signature

Salesperson

Co-Buyer

Accepted



MEMO

TO: BOARD OF DIRECTORS

FROM: TOMMIE KENNEDY, PE
EXECUTIVE DIRECTOR

DATE: August 05, 2025

SUBJECT: A RESOLUTION AMENDING THE DISTRICT'S BY-LAWS

The amended and updated bylaws are being presented for approval. Staff made changes to the compensation section by redefining what the current compensation is for and how it is adjusted each year.

Fiscal Impact: None

Recommendation: Staff recommends approving the resolution to amend and update the District's bylaws as presented with this memo.

GEORGETOWN COUNTY WATER AND SEWER DISTRICT

A RESOLUTION

PROVIDING FOR THE ADOPTION OF THE MODIFIED AND CORRECTED BYLAWS OF THE GEORGETOWN COUNTY WATER AND SEWER DISTRICT FOR THE PURPOSE OF UPDATING THE BYLAWS.

WHEREAS the Georgetown County Water And Sewer District was created by Act 733 of the Acts of the General Assembly of the State of South Carolina for the year 1967 which Act was amended and supplemented which are herein collectively referred to as Act No. 733.

WHEREAS pursuant to the powers vested to it by Act No. 733 Section 4, the Georgetown County Water and Sewer District Board of Directors has determined the need to adopt a new Bylaws Resolution updating the previous document.

BE IT THEREFORE RESOLVED that these Updated Bylaws of the Georgetown County Water and Sewer District are hereby adopted in their entirety as follows:

BYLAWS OF
GEORGETOWN COUNTY WATER AND SEWER DISTRICT
GEORGETOWN COUNTY

ARTICLE I
Name and Location

Section 1. The name of this body corporate and politic is the Georgetown County Water and Sewer District (hereinafter called the "District") as created pursuant to Act No. 733 of the Acts of the General Assembly of the State of South Carolina for the year 1967 (hereinafter called the "Act").

Section 2. The principal office of the District shall be located in the County of Georgetown, State of South Carolina, but the District may maintain offices and places of business at such other places within or without the County as the District may determine.

ARTICLE II
Principal Functions

Section 1. It shall be the principal function of the District to acquire supplies of fresh water, capable of being used for industrial and domestic purposes, and to distribute such water, in the manner provided for pursuant to the provisions of the Act, as may be subsequently amended, for industrial and domestic use within its service area or with authorization in other areas outside the District's service area and to build, acquire, construct, operate and maintain within its service area or with authorization in other areas outside the District's service area such sewage treatment and collection facilities as shall, in the opinion of the District, be deemed necessary.

ARTICLE III
Composition of Board of Directors

Section 1. Pursuant to the provisions of the Act as amended by Georgetown County Council, the District shall be composed of seven (7) members, who shall be resident electors of the County of Georgetown, State of South Carolina, and who shall be appointed by the Governor, upon the recommendation of a majority of the resident members of the Georgetown County Legislative Delegation. All members of the Board shall hold office until their successors have been appointed and have been qualified. All officers of the Board shall hold office until their successors have been duly nominated and elected in keeping with these By-Laws.

1.1 Election of Board Chair

The Chair of the Board of Directors shall be elected in odd numbered years not later than June 30th for a term of two (2) years by a majority vote of the members of the District Board. The term of office shall begin with the District's fiscal year, beginning July 1, and end two (2) years hence at the close of the District's fiscal year, June 30.

1.2 Election of Vice Chair

The Vice Chair of the Board of Directors shall be elected in odd numbered years not later than June 30th for a two (2) year term by a majority vote of the members of the District Board. The term of office shall begin with the District's fiscal year beginning July 1 and end two (2) years hence at the close of the District's fiscal year, June 30.

1.3 Election of Secretary

The Secretary of the Board of Directors shall be elected in odd numbered years not later than June 30th for a two (2) year term by a majority vote of the members of the District Board. The term of office shall begin with the District's fiscal year beginning July 1 and end two (2) years hence at the close of the District's fiscal year, June 30.

1.4 Election of Assistant Secretary or Assistant Secretaries

The Assistant Secretary or Assistant Secretaries of the Board of Directors shall be elected in odd numbered years not later than June 30th for a term of two (2) years by a majority vote of the members of the District Board. The term of office shall begin with the District's fiscal year beginning July 1 and end two (2) years hence at the close of the District's fiscal year, June 30.

1.5 Employment of an Executive Director

The Board of Directors shall employ an Executive Director and fix his compensation. The Executive Director shall be employed solely on the basis of his executive and administrative qualifications. No Board Member shall be employed as Executive Director of the District. The term of employment of the Executive Director shall be at the pleasure of the Board of Directors and shall be entitled to such compensation for his services as the board may determine. The Board may, at its discretion, employ the Executive Director on a personnel contract basis and for a definite term.

ARTICLE IV

Board Member Compensation

Section 1. Notwithstanding any provision of law, the members of the Board of Directors may, by Resolution, fix or change the compensation or other benefits including insurance benefits for the members of the Board of Directors. Compensation shall not exceed the amounts authorized for mileage for members of state boards, committees, and commissions. Insurance benefits shall not exceed those provided for District employees and per diem shall not exceed the amount authorized for members of state boards, committees, and commissions. Reimbursable expenses actually incurred while on official business may not exceed the amounts authorized for members of state boards, committees, and commissions.

Section 2. Restrictions in place by the Georgetown County Water and Sewer District's health insurance provider prevent the District from directly covering members of the Board of Directors with the District's health insurance coverage. The District will directly remunerate members of the Board of Directors an amount equal to the cost of health insurance the District provides its employees.

Section 3. Starting on September 1, 2025, the board will receive a monthly compensation of \$705.00 for general performance of board duties and responsibilities. This includes preparation for meetings, ongoing strategic engagement, and support of organizational activities and other functions for the benefit of the District. This monthly compensation will be recalculated at the beginning of every fiscal year using the consumer price index to calculate new compensation for the next fiscal year. This compensation is not a reimbursement and

shall be reported as taxable income in accordance with IRS regulations. A Form 1099 will be issued annually to each Board member for compensation received.

Section 4. In addition to the monthly compensation, a modest stipend shall be provided in accordance with Section 6-11-91 of the South Carolina Code of Laws, as amended. Stipends are intended to fairly compensate Board members for their involvement in eligible activities, including:

- Regularly scheduled Board meetings
- Special Board meetings called by the Chair or their designee
- Board-authorized committee meetings
- Educational conferences or training events
- Administrative duties requiring a board member
- Other events deemed appropriate by the Board

Each Board member shall be paid a stipend of \$50.00 per approved event. The Board Chair shall receive an additional \$15.00 per event in recognition of the additional responsibilities associated with the role.

This compensation is not a reimbursement and shall be reported as taxable income in accordance with IRS regulations. A Form 1099 will be issued annually to each Board member for compensation received.

ARTICLE V

Duties of Officers

Section 1. The Board Chair shall preside over all meetings of the Board of Directors; call special meetings of the Board of Directors; perform all acts and duties usually performed by a presiding officer; sign all papers of the District as he/she may be authorized or directed to sign by the Board of Directors, including any and all warrants, contracts and other instruments on behalf of the District. The Board Chair shall ensure compliance by the District of all provisions of the Act creating the District together with the assistance of the other members of the District and such employees and consultants as may be required; and represent the District, either personally or through his duly appointed representative, at such meetings as may be required by other Federal, State, County, or Municipal agencies or groups pursuing similar objectives and interests to those of the District. However, in the case of death, resignation or disability of the Board Chair, the Board of Directors, by majority vote of its members, may declare the office vacant and elect his/her successor.

Section 2. In the absence of the Board Chair, the Vice Chair shall perform the duties of the Board Chair; provided, however, that in case of death, resignation or disability of the Board Chair or Vice Chair, the Board of Directors, by majority vote of its members, may declare the office vacant and elect his/her successor.

Section 3. With the assistance of a designated clerk to the Board of Directors, the Secretary shall keep a complete record of all meetings of the District. The Secretary shall sign and attest all contracts and written instruments pertaining to the District as the Secretary may be authorized or directed to do so by the Board of Directors. In the absence of the Secretary and the Assistant Secretary, the Vice Chair shall perform the duties of the Secretary. In the absence of the Board Chair and the Vice Chair, the Secretary shall perform the duties of Board Chair. However, in the case of death, resignation, or disability of the Secretary, the Board of Directors, by majority vote of its members, may declare the office vacant and elect his/her successor.

Section 4. In the absence of the Secretary, the Assistant Secretary or Assistant Secretaries shall perform the

duties of the Secretary and shall be empowered to operate without further certification; provided, however, that in case of death, resignation or disability of the Secretary, the Board of Directors, by majority vote of its members, may declare the office vacant and elect his successor.

Section 5. The Executive Director shall be the chief executive officer and head of the administrative branch of the District. He/she shall be responsible only to the Board of Directors for the proper administration of all affairs of the District and to that end, subject to the provisions of this article, he/she shall:

- a) Serve as chief administrative officer of the District.
- b) Execute the policies, directives, and legislative actions of the Board.
- c) Direct and coordinate operational departments and administrative activities of the District.
- d) Appoint, and when necessary for the good of the District, remove any employee of the District and fix the salaries of such employees, except as otherwise provided for by legislative action of the Board by the adoption of a Compensation and Pay Plan and except as he/she may authorize the head of a department or office to appoint and remove subordinates in such department or office.
- e) Prepare the budget annually, submit it to the Board of Directors for their approval and be responsible for its administration after adoption.
- f) Prepare and submit to the Board of Directors at the end of each fiscal year a complete annual report on the finances and administrative activities of the District for the preceding year and make such other financial and/or fiscal reports from time to time as may be required by the Board-of-Directors; and
- g) Keep the Board of Directors advised of the financial condition and future needs of the District and make such recommendations as may seem to him/her desirable and to make such other reports as the Board may require concerning the operations of the various departments and officers.

Section 6. If the Board decides to remove the Executive Director, he/she shall be given a written statement of the reasons alleged for the proposed removal and the right to a hearing thereon at a public meeting of the Board. Within five (5) days after the notice of removal is delivered to the Executive Director, he/she may file with the Board a written reply not later than five (5) days before the hearing. The removal shall be stayed pending a decision at the public hearing. The removal of the Executive Director shall be in keeping with any and all terms and conditions of the Executive Director's Personnel Services Contract.

Section 7. Except for the purpose of inquiries and official investigations, neither the Board nor its members shall give direct orders or instruction to any District employee, either publicly or privately. The Board shall not remove any administrative officer or employee without the prior approval of the Executive Director or any of his/her subordinates who are empowered to appoint, unless by a favorable vote of five members of the Board.

Section 8. The District Board of Directors recognizes that it represents all citizens of Georgetown County and has been entrusted by the public with providing safe drinking water and sanitary sewer disposal. The Board as a body and as individuals understands that Board Members are not to use their positions to benefit either themselves or any other individual or agency apart from the total interest of Georgetown County. To promote the best interest of the entire county, it is necessary to avoid partiality and preferential hiring, promotions, or compensation.

Section 9. Any District officer, member, or employee who has a substantial financial interest in any business which contracts with the District for sale or lease of land, material, supplies, equipment or services or who personally engages in such matters shall make known that interest and refrain from voting upon or otherwise participating in his/her capacity as a District Officer or employee in matters related thereto.

Section 10. The Board of Directors periodically shall appoint three Board members and three staff members with authorization to sign checks, vouchers, and approve wire transfers of the District. The designees are the Board Chair, the Vice Chair, the Secretary, the Executive Director, and two staff members as recommended by the Executive Director. Only one authorized signature shall be required for checks less than five thousand dollars (\$5,000.00). Any two authorized signatures shall be required for checks greater than or equal to five thousand dollars (\$5,000.00) and less than twenty-five thousand dollars (\$25,000.00). However, two authorized signatures, one of which must be a Board member, are required for checks of twenty-five thousand dollars (\$25,000.00) and above. All wire transfers must be approved by at least one Board Member. Expenditures over \$25,000 can be approved by the Executive Director only in emergency situations as defined in the District's procurement policy.

A bank signature card will be updated and re-submitted to the issuing bank each time an authorized Board member leaves the Board, or a designated staff person is changed or leaves employment with the District.

ARTICLE VI

Powers, Duties, and Legislative Procedures of District

Section 1. The District shall have such powers and duties as provided pursuant to the provisions of the Act creating the District including and consistent with, however, such powers and duties as may be either modified or altered by amendment by the General Assembly of the State of South Carolina to the Act creating the District or applicable general acts of the General Assembly.

Section 2. The Board, after public notice, shall meet at least once each month but may meet more frequently in accordance with a schedule prescribed by the District and made public. All meetings shall be conducted in accordance with the general law of the State of South Carolina affecting meetings of public bodies. Special meetings may be called by the Board Chair or a majority of the members after twenty-four (24) hours notice. Board meetings may be cancelled by the Chair if he/she determines it is unnecessary or unsafe to meet.

Section 3. The Board shall take legislative action by Resolution which may be introduced by any member. With the exception of emergency Resolutions, all Resolutions shall be read at one public meeting of the Board. All proceedings of the Board shall be recorded, and all Resolutions adopted by the Board shall be compiled, indexed, codified, and made available to public inspection at the central offices of the District. The Clerk to the Board shall maintain a permanent record of all Resolutions adopted and shall furnish a copy of such record to the Clerk of Court of Georgetown County for filing in that office.

Section 4. Public hearings, upon giving reasonable public notice, shall be held before final action is taken to:

- (a) Adopt annual operational and capital budgets;
- (b) To levy assessments; and
- (c) To adopt or amend a schedule of rates and charges.

Not less than fifteen (15) days notice of the time and place of such hearing shall be published in at least one newspaper of general circulation in the county.

To meet public emergencies affecting life, health, safety or the property of the people, the District may adopt emergency Resolutions, but such Resolutions shall not levy assessments or impose or change a service rate. Every emergency Resolution shall be designated as such and shall contain a declaration that an emergency exists and describe the emergency. An emergency Resolution is effective immediately upon its enactment without regard to any reading, public hearing, publication requirements, or public notice requirements. Emergency Resolutions shall expire automatically as of the sixty-first day following the date of enactment.

Section 5. Procedures of Appeals Hearings.

5.1 Procedures at Hearings

5.1.1 Application of These Procedures

These procedures shall apply to all appeals or claims that have a cash value of \$5,000 or greater or at any time at the discretion of the Board of Directors.

5.1.2 Authorization of Representatives

At the hearing, any person may appear or be represented by authorized agents or attorneys. Such agents or attorneys shall present competent evidence of the extent of their authorization.

5.1.3 Witnesses to Testify Under Oath

All witnesses to material facts shall testify under oath, to be administered by the Chair.

5.1.4 Order of Presenting Evidence

5.1.4.1 The Chair, or such persons as he/she may direct, will describe the nature of the case, and evidence available to the Board is presented, including staff reports.

5.1.4.2 The appellant will outline the nature of the request and present supporting evidence.

5.1.4.3 Appointed staff or counsel for the District may cross-examine.

5.1.4.4 Board members may examine witnesses for appellant's side.

5.1.4.5 Appointed staff or counsel for the District may present evidence.

5.1.4.6 Appellant may cross-examine.

5.1.4.7 Appointed staff or counsel for the District may present evidence.

5.1.4.8 Appellant may cross-examine.

5.1.4.9 Board members examine District witnesses, including staff reports.

5.1.4.10 Appellant may cross-examine.

5.1.4.11 Rebuttal by appellant.

5.1.4.12 Rebuttal by District appointed staff or counsel for the District.

5.1.5 Evidence

The Board shall not be bound by strict rules of evidence, nor limited to consideration of such evidence as would be admissible in a court of law, but it may exclude irrelevant, immaterial, incomplete, or unduly repetitious testimony or evidence. The Chair shall rule on all questions relating to the admissibility of evidence but may be overruled by a majority vote of the Board Members present.

5.1.6 Conduct during Appeals Hearings: Interrogations

During the hearing, each side shall proceed without interruption by the other. All arguments and pleadings shall be addressed to the Chair. There shall be no questioning or arguments between individuals in the audience.

The Chair or Board Members, counsel for the Board, appellant, witnesses, or any person speaking from the audience, to ascertain all pertinent facts. The Chair or Board Members may call for pertinent facts from the staff, or make appropriate comments related to the case. Debates or arguments with those in the audience will be avoided.

5.2 Findings and Decisions

After conclusion of the appeals hearing on the case, the Board shall examine the evidence before it in relation to the findings required and make its decision.

5.2.1 Timing of Decisions

With due consideration to the length of the agenda, the nature of the case, the complexity of the evidence, and the findings required, the Chair may elect, subject to being overruled by a majority vote of the Board Members present:

- a) To proceed immediately to a determination and decision or conclusion of the appeals hearing in the particular case, or
- b) To defer a determination and decision until later in the meeting, or
- c) To defer a determination and decision until a later specified special or regular Board meeting.

5.2.2 Findings and Decisions

5.2.2.1 If a simple majority of the Board Members present at the hearing concur in a finding of error in any decision, order, requirement, or determination of the District, the decision shall be favorable to the appellant. Such decision by the Board shall specify the decision, order, requirement, or determination that should have been made. The decision of the Board shall be binding, and the action reversed.

5.2.2.2 If a simple majority of the Board Members present at the hearing substantiates that no error in any decision, order, requirement, or determination on the part of the District occurred, then such decision, requirements, or determinations made by the District shall be binding.

5.2.3 Form and Procedure for Decisions

All such decisions of the Board shall be made at a public meeting by motion, made and seconded, and at the election of the Chair, by roll call vote. The motion shall be in the form of findings of fact and shall state the reasons for the findings by the Board.

5.3 Notification of Decisions

Notice of the Board's decision shall be given to the appellant and to all other interested parties who have requested such notice, by the Clerk to the Board, as soon as reasonably possible, after the decision is reached, but within 45 days.

5.4 Records of Appeals

5.4.1 Content of Records

The decision of the Board shall be shown in the record of the case. Such records shall indicate the reasons for the determination, with a summary of the evidence introduced, and the findings of fact made by the Board.

5.4.1.1 Cases Involving Appeals Based Upon Errors in Determination, Decisions, Application of Requirements

Records of cases in which appeals resulted in decisions either to affirm or to reverse decisions of the District shall indicate supporting reasoning and, in the case of reversal, shall specify the decision, order, requirement, or determination that applies.

5.4.1.2 Special Exceptions, Variances

Where a special exception or variance is granted, the record shall state, in detail, facts supporting the Board's findings. In like manner, when a special exception or variance is denied, the reasons, therefore, shall be indicated in detail.

5.4.2 Records to be Entered into the Minutes of the Board of Directors Meetings

All records of appeal shall be entered into the minutes of the Board of Directors Meetings.

5.5 Requests to Withdraw or Amend Appeals; to Defer or Continue Hearings

5.5.1 Withdrawal

On written request from the appellant or authorized agent, an appeal may be withdrawn at any time prior to the Board making a decision in the case.

5.5.2 Amendment

Appellants, or their authorized agents may amend an appeal request in any lawful manner on written request, delivered to the District, not less than ten (10) days prior to the scheduled hearing date. All amendments must be in form and manner prescribed by the Board.

5.5.3 Deferrals and Continuances

On its own motion, or an approval of requests by appellants or authorized agents, the Board may defer the hearing or provide for later continuance of appeals on which hearings have begun. Such deferrals or continuances shall be permitted only for good cause, stated in the motion.

5.6 Re-Hearings (shall not apply to assessment appeals; see S.C. Code 6-11-1230, and assessment appeals resolution.)

5.6.1 Application for Re-Hearing

Application for re-hearings shall be filed with the Clerk to the Board. Evidence in support of the application shall initially be limited to that necessary to enable the Board to determine whether there has been a substantial change in the facts, evidence, or conditions.

5.6.2 Determination by the Board

Within 45 days of acceptance of the application by the Clerk to the Board, the Board shall make a determination on the application for re-hearings. The application shall be denied by the Board if it finds, from the record, that there has been no substantial change in the facts, evidence, or conditions in the appeal. If the Board finds that there has been a change, the applicant shall be authorized to submit a new appeal.

5.7 Amending or Waiving Rules

5.7.1 These appeals may be amended by a majority vote of all Members of the Board. An amendment may be proposed at any regular meeting of the Board.

5.7.2 Waiving or Suspending Rules

A rule of procedure may be suspended or waived at any meeting by unanimous vote of the Board Members present.

Section 6. The Georgetown County Water and Sewer District finds that it is vital in a democratic society that the District's business be performed in an open and public manner so that the citizens and users of the District's services shall be advised of the performance of District officials and of the decisions that are rendered in public action and in the formation of public policy. Toward this end the provisions of this policy are to be construed so as to make it possible for citizens to learn fully of the activities of the District. This policy is intended to facilitate access to documents which were created or obtained by the Georgetown County Water and Sewer District (the District) and are within the possession and control of the District. These materials are restricted only as set forth in the Freedom of Information Act (FOIA) Section 304-10, Code of Laws of South Carolina, 1976.

6.1 Delegation of Authority

The Executive Director or designee is charged with the responsibility of ensuring compliance with this policy and the FOIA. All FOIA requests shall first be received by the Executive Director. The Executive Director or designee will determine, based upon staff time, the department or person to be assigned responsibility for those items located in the general files of the District. The Executive Director or designee shall have authority to determine which documents are releasable in keeping with the exemption provision of the FOIA Act. The Executive Director or designee shall be authorized to seek legal advice regarding Freedom of Information Act requests, if he/she determines such advice is necessary.

6.2 Exemptions/Denials

All exemptions from disclosure and denials shall be reviewed by the District's legal counsel. All exemptions endorsed by legal counsel shall provide the following information:

6.2.1 Identify the nature of the denied information.

6.2.2 Cite an appropriate FOIA/Privacy Act exemption or legal basis for the denial. (Section 40-4-40, Code of Laws of South Carolina, 1976.)

6.3 Request for Records

6.3.1 All FOIA requests will be date stamped upon their receipt by the District.

6.3.2 Requests must be reasonably specific. If the request is considered unduly burdensome, the District may contact the requester to discuss the request and attempt to reduce it to manageable proportion. However, a request considered unduly burdensome will not be denied for that reason.

6.3.3 The Executive Director, or appropriate official, so designated by the Executive Director shall, within the period of time as required by the most current version of the Freedom of Information Act (FOIA) upon the receipt or request of any FOIA request, notify the person making the request of its determination and the reasons thereof.

6.4 Fees and Charges

Fees will be charged on a per page basis in keeping with prevailing rates of other units of local government, including Municipalities, Counties, and Special Purpose Districts, and as established by Resolution of the Board of Directors, Schedule G-23 of the Rates and Charges Resolution, as adopted, from time to time, by the Board of Directors. Labor will be billed per hour, at the District's personnel cost, inclusive of all indirect cost, for each staff position involved in searching, retrieving, and duplicating of requested documents.

6.5 Payment of Fees and Charges

6.5.1 Payment in full will be made by requesters not later than the time of delivery of the applicable documents. Payments shall be made by cash, credit card, check, draft, or money order payable to the Georgetown County Water and Sewer District.

6.5.2 Where the estimated fees and charges exceed \$50.00, the District shall require an advance payment of an amount up to the full estimated charges before any of the requested materials are reproduced.

Section 7. Any person aggrieved by an administrative determination of the Board of Directors, or committee, officer, or employee of the District, or agent acting on its behalf, may have such determination reviewed as provided in this Resolution.

7.1 Determinations Reviewable

The following determinations are reviewable under this Resolution:

- 7.1.1 The grant or denial in whole, or in part, after application of an initial permit, license, right, privilege, or authority.
- 7.1.2 The suspension, revocation, or nonrenewal of an existing permit, license, right, privilege, or authority.
- 7.1.3 The denial of a grant of money or other thing of value under a policy, rule, regulation, or Resolution prescribing conditions of eligibility for such grant.
- 7.1.4 The imposition of a penalty or sanction upon any person except a District employee or officer, other than by the court.
- 7.1.5 An interpretation of a District policy, regulation, rule, or Resolution by a District authority, but not the policy, rule, regulation, or Resolution itself.
- 7.2 Determinations Not Subject to Review
The following determinations are not reviewable under this Resolution:
 - 7.2.1 A Georgetown County Water and Sewer legislative enactment. A legislative enactment is a resolution, rule or regulation adopted by motion of the Board of Directors.
 - 7.2.2 A State of South Carolina legislative enactment. A legislative enactment by the South Carolina General Assembly, or a rule or regulation promulgated by a state agency.
 - 7.2.3 Any action subject to administrative or judicial review procedures under state statutes.
 - 7.2.4 The denial of a tort or contract claim for money required to be filed with the District under South Carolina statutes.
 - 7.2.5 Judgments and orders of a court.
- 7.3 District Authority Defined
"District authority" includes the Board of Directors, committee, officer, employee, or agent of the District making a determination under §7.0, and every person, or committee of the District appointed to make an independent review under this Resolution.
- 7.4 Persons Aggrieved
A person aggrieved includes any customer of the district; individual, partnership, corporation, association, public or private organization; whose rights, duties or privileges are adversely affected by a determination of a District authority. No officer, employee, or agent of the District, who is aggrieved, may initiate review under this resolution.

7.5 Reducing Determination to Writing

If a determination subject to this Resolution is made orally or, if in writing, does not state the reasons therefore, the District authority making such determination shall, upon written request of any person aggrieved by such determination made within ten (10) days of notice of such determination, reduce the determination and the reasons, therefore, to writing, and mail or deliver such determination and reasons to the person making the request. The determination shall be dated and shall advise such person of his/her right to have such determination reviewed, that such review may be obtained within thirty (30) days, and the officer or person to whom a request for review shall be addressed.

7.6 Request for Review of Determination

Any person aggrieved may have a written determination reviewed, by written request, mailed or delivered to the District authority which made such determination within thirty (30) days of notice to such person of such determination. The request for review shall state the grounds upon which the person aggrieved contends that the determination should be modified or reversed. A request for review shall be made to the officer, employee, agent, committee, or body who made the determination.

7.7 Review of Determination

7.7.1 Initial Determination. If a request for review is made under §7.6, the determination to be reviewed shall be termed an initial determination.

7.7.2 Who shall make review. A review under this Section may be made by the officer, employee, agent, or committee who made the initial determination. However, an independent review of such determination by another person or committee of the District, appointed by the Executive Director, shall be provided.

7.7.3 When to make review. The District authority shall review the initial determination within fifteen (15) days of receipt of a request for review. The time for review may be extended by agreement with the person aggrieved.

7.7.4 Right to present evidence and argument. The person aggrieved may file, with his request for review, or within the time agreed with the District authority, written evidence, and argument in support of his position with respect to the initial determination.

7.7.5 Decision on review. The District authority may affirm, reverse, or modify the initial determination and shall mail or deliver, to that person aggrieved, a copy of the District authority's decision on review, which shall state the reasons for such decision. The decision shall advise the person aggrieved of his right to appeal the decision, that appeal may be taken within thirty (30) days, and the officer or person with whom notice of appeal shall be filed.

7.8 Administrative Appeal

7.8.1 From initial determination or decision on review:

7.8.1.1 If the person aggrieved had a hearing substantially in compliance with 7.9 when the initial determination was made, he may elect to follow 7.5

through 7.7 but is not entitled to a further hearing under §7.9 unless granted by the District authority.

7.8.1.2 If the person aggrieved did not have a hearing substantially in compliance with §7.9 when the initial determination was made, he shall follow §7.5 through §7.7 and may appeal under this Section from the decision made under §7.7.

7.8.2 Time within which appeal may be taken under this Section. Appeal from a decision on review under §7.7 may be taken within thirty (30) days of notice of such decision.

7.8.3 How appeal may be taken. An appeal under this Section may be taken by filing with or mailing to the officer or persons designated in the District authority's decision on review, written notice of appeal.

7.9 Hearing on Administrative Appeal

7.9.1 Time of hearing.

The District shall provide the appellant a hearing on an appeal under §7.8 within fifteen (15) days of receipt of the notice of appeal and shall serve the appellant with notice of such hearing by mail or personal service at least ten (10) days before such hearing. The officer or person with whom a notice of appeal is filed, shall immediately notify the Executive Director, who shall, forthwith, advise the Chair of the Board of Directors of such appeal.

7.9.2 Conduct of hearing.

At the hearing, the appellant and the District authority may be represented by counsel, and may present evidence, and call and examine witnesses and cross-examine witnesses of the other party. Such witnesses shall be sworn by the person conducting the hearing. The Chair of the Board of Directors shall appoint, without confirmation, an impartial decision maker, who may be an officer, employee, Board Member, or Board committee of the District, or the entire Board of Directors, who did not participate in making or reviewing the initial determination, who shall make the decision on administrative appeal. The hearing may, however, be conducted by an impartial person or committee designated by the Chair of the Board, and report to the decision maker.

7.9.3 Record of hearing.

The person conducting the hearing, or a person employed for that purpose shall take notes of the testimony and shall mark and preserve all exhibits. The person conducting the hearing may, and upon request of the appellant shall, cause the proceedings to be taken by a District employee appointed as a stenographer, or by a recording device.

7.9.4 For all Administrative Appeals with a value of \$5,000 and greater, shall be conducted in keeping with Article VI, Section 5 of the District's By-Laws.

7.10 Final Determination

7.10.1 Within twenty (20) days of completion of the hearing conducted under §7.9 and the filing of briefs, if any, the decision maker shall mail or deliver to the appellant its

written determination stating the reasons, therefore. Such determination shall be a final determination.

- 7.10.2 A determination following a hearing substantially meeting the requirements of §7.9 or a decision on review under §7.7, following such hearing, shall be a final determination, judicial review of which may be obtained under §7.11, as applicable.

7.11 Judicial Review

- 7.11.1 Any party to a proceeding resulting in a final determination may seek review thereof by applying to the appropriate judicial authority in keeping with the rules and regulations established, therefore.
- 7.11.2 The record of the proceedings shall be transcribed at the expense of the person seeking judicial review. A transcript shall be supplied to anyone requesting the same, at his expense.

ARTICLE VII

Financial Management

Section 1. The fiscal year of the District shall begin on the first day of July of each year and shall end on the thirtieth day of June the following year and the fiscal year shall constitute the budget year of the District.

Section 2. The Board of Directors shall adopt annually, prior to the beginning of the fiscal year, operating and capital budgets for the operation of the District and shall in such budgets identify the sources of anticipated revenue necessary to meet the financial requirements of the budgets adopted. The Board shall further provide for the levy and collection of assessments, fees, or service charges to meet all budget requirements.

The Board may make supplemental appropriations which shall specify the source of funds for such appropriations. The procedure for approval of supplemental appropriations shall be the same as that prescribed for enactment of Resolutions.

Section 3. The Board shall provide for an independent annual audit of all financial records and transactions of the District. Such audits shall be made by a certified public accountant or firm of such accountants who have no personal interest, direct or indirect, in the fiscal affairs of the District or any of its officers. The Board may, without requiring competitive bids, designate such accountant or firm annually or for a period not exceeding five (5) years. The report of the audit shall be made available for public inspection.

Section 4. Standing Committees

- 4.1 A finance and investment committee of the board shall be appointed by the Chair to assist and advise staff in the preparation of the operating and capital budgets, the setting of rates and charges, the investment of district financial assets, and the assumption and management of debt.
- 4.2 An audit committee of the board shall be appointed by the chair to oversee the annual audit process and to address all reported concerns or complaints regarding government accounting practices, internal controls, or audit issues. Such complaints may come directly from the compliance officer.

ARTICLE VIII

Quorum

Section 1. The majority of the number of duly qualified members of the District shall constitute a quorum for the transaction of business at any scheduled meeting or special meeting of the District, but if less than a majority is present at any such meeting, a majority of the members present may adjourn the meeting without further notice.

Section 2: Attendance at scheduled or special meetings can be in person, by phone or other virtual presence that allows members to communicate.

Section 3. The act of the majority of the members of the District present at a meeting at which a quorum is present shall be the act of the District.

ARTICLE IX

Amendments

Section 1. These By-Laws may be modified, altered, amended, increased, or diminished by affirmative vote of a majority of the members of the entire Board-of-Directors at any properly constituted meeting, provided that in the case of special meetings such action is specified in the notice given, therefore.

Certification

I, Whitney Hills, Secretary of the Board of Directors of the Georgetown County Water and Sewer District, a body politic and corporate existing under the Laws of the State of South Carolina, hereby certify that the attached is a true copy of the By-Laws, together with all amendments thereto, as of the 14th day of August 2025, which have been duly adopted.

Leona Myers-Miller, Board Chair

John Sands, Vice Chair

Whitney Hills, Secretary

Stephen Squires, Assistant Secretary

Wade Corn, Member

Alexander Smith, Member

Comeletia Pyatt, Member

ATTEST:

Whitney Hills, Secretary



MEMO

TO: BOARD OF DIRECTORS

FROM: MICHAEL FU MAN YIP, OPERATIONS DIRECTOR

DATE: AUGUST 4, 2025

SUBJECT: PAWLEYS ISLAND WWTP BAR SCREEN REHABILITATION

The mechanical bar screen at the Pawleys Island Wastewater Treatment Plant is missing teeth, chain clips are missing, and bearings are detached from the unit. We are experiencing heavy amounts of rags and not filtering solids and large objects. The primary function of the bar screen is to remove non-biodegradable debris such as rags, plastics, wood, and other solids from entering the treatment plant. A non-functional bar screen will cause the debris to carry over farther into the treatment process. This, in return, will clog pipes, pumps, and interfere with downstream mechanical wastewater treatment processes.

Parkson Corporation is our bar screen manufacturer, and Heyward Inc. is our local area representative. This is a sole-source procurement for the rehabilitation of the Parkson mechanical bar screen. Parkson Corporation will rebuild the mechanical bar screen on-site using OEM equipment.

FISCAL IMPACT: \$128,800.00 and a 10% contingency at \$12,880.00 to be funded by the Depreciation and Capital Replacement Budget. \$200,000.00 was budgeted for the Pawleys Island WWTP Bar Screen Project in FY2026.

RECOMMENDATION: Staff recommends awarding the Pawleys Island WWTP Bar Screen Rehabilitation project to Parkson Corporation for \$128,800.00 with a 10% contingency for a total of \$141,680.00 under the DECAP budget.



MEMO

TO: BOARD OF DIRECTORS

FROM: MICHAEL FU MAN YIP, OPERATIONS DIRECTOR

DATE: AUGUST 4, 2025

SUBJECT: BYPASS PUMP PURCHASE

Staff would like to purchase a trailer-mounted 74HP Dri-prime, sound-attenuated bypass pump with suction and discharge hoses to serve as an emergency bypass during major storms and assist in preventative maintenance and rehabilitation for pump stations. Bypass pumps are placed at critical locations throughout the District for use in water and wastewater treatment plants, wastewater collection systems, and during major storm events.

Staff has utilized Mersino Global Pump under the Florida Sheriff Association (FSA)'s Heavy Equipment Procurement Program to select a trailer-mounted diesel bypass pump that will meet our specific requirements. The FSA's Heavy Equipment Procurement Program is a cooperative bid program in compliance with the District's procurement requirements that achieves competitive pricing for our bypass pump purchase.

FISCAL IMPACT: \$70,190.20 to be funded by the Capital Operations Budget. The amount appropriated in the FY2026 budget for bypass pump purchase was \$90,000.00.

RECOMMENDATION: Staff recommends the purchase of a diesel bypass pump from Mersino Global Pump in the amount of \$70,190.20.



MEMO

TO: BOARD OF DIRECTORS

FROM: AG **AMANDA GILL**
ENGINEERING MANAGER

DATE: AUGUST 4, 2025

SUBJECT: AUTOCAD STANDARDS DEVELOPMENT & TRAINING

The District currently utilizes AutoCAD to prepare design drawings for construction and to update as-built drawings for recordkeeping. However, we do not have a formalized CAD standard or structured training process in place. As a result, drawing consistency varies between staff members, and valuable time is lost due to inefficiencies in drawing production and editing. In addition, our staff has not received ongoing training to stay current with software updates and newly released tools that can greatly improve efficiency. There are numerous features within AutoCAD that are currently underutilized, many of which could streamline our workflows, improve accuracy, and reduce time spent on repetitive tasks.

CADD Microsystems, an authorized AutoDesk partner, met with District staff to evaluate our current practices and identify areas of improvement. Based on that discussion, they have submitted a proposal that includes:

- Development of a comprehensive, District-specific CAD standards manual
- Customized training for staff on current AutoCAD tools and features
- Better integration of AutoCAD with our GIS data
- Customized productivity enhancements tailored to our workflows

The proposal outlines two cost options based on the training format:

- **Option 1** – *Hands-on Training*: \$42,982
- **Option 2** – *Lecture-Style Training*: \$39,108

The investment will improve consistency, increase staff efficiency, and allow the District to fully leverage the software tools we already own.

FISCAL IMPACT: \$39,108 to be funded through the Operating Budget. This item was budgeted for \$40,000 in FY26.

RECOMMENDATION: Staff recommends moving forward with CADD Microsystems and the second option at a cost not to exceed \$39,108.

COST TABLE // SERVICES

The table below summarizes the cost for each task, followed by a total estimated cost for this proposed solution.

OPTION 1 – HANDS-ON TRAINING CLASS

#	TASK	QUANTITY	RATE	AMOUNT
1	TASK 1 // INFORMATION EXCHANGE			\$1,146
1.1	Consulting	6 hours	\$191/hour	\$1,146
2	TASK 2 // CIVIL 3D STANDARDS DEVELOPMENT			\$27,122
2.1	Consulting	142 hours	\$191/hour	\$27,122
3	TASK 3 // CUSTOM CIVIL 3D LEVEL I TRAINING			\$8,602
3.1	1 course(es) x 2 day(s) each	2 total days	\$2,200/day	\$4,400
3.2	Curriculum Development	22 hours	\$191/hour	\$4,202
PM	PROJECT MANAGEMENT			\$6,112
PM.1	Consulting	32 hours	\$191/hour	\$6,112
	ESTIMATED TOTAL			\$42,982

OPTION 2 – LECTURE-STYLE CLASS

#	TASK	QUANTITY	RATE	AMOUNT
1	TASK 1 // INFORMATION EXCHANGE			\$1,146
1.1	Consulting	6 hours	\$191/hour	\$1,146
2	TASK 2 // CIVIL 3D STANDARDS DEVELOPMENT			\$27,122
2.1	Consulting	142 hours	\$191/hour	\$27,122
3	TASK 3 // CUSTOM CIVIL 3D LEVEL I TRAINING			\$4,728
3.1	1 course(es) x 1 day each	8 hours	\$191/hour	\$1,528
3.2	Curriculum Development	Fixed Fee	Fixed Fee	\$3,200
PM	PROJECT MANAGEMENT			\$6,112
PM.1	Consulting	32 hours	\$191/hour	\$6,112
	ESTIMATED TOTAL			\$39,108



MEMO

TO: BOARD OF DIRECTORS

FROM: AG AMANDA GILL
ENGINEERING MANAGER

DATE: AUGUST 6, 2025

SUBJECT: WEST GEORGETOWN SEWER STUDY - ENGINEERING PROPOSALS

The western part of the District has recently seen a large increase in residential development. In order to ensure that the District's infrastructure is equipped to handle the current and future wastewater flows, a study and analysis of the 47 pump stations and over 46 miles of force main is recommended.

On June 25th, District staff issued a Request For Proposals (RFP) for engineering services to three pre-qualified engineering firms. As part of the process, firms were required to meet with staff to ensure a full understanding of the project scope. Proposals were due on August 5th and the District received a proposal from all three pre-qualified firms. An evaluation committee made up of District staff is scheduled to review and score the proposals based on the evaluation criteria outlined in the RFP on August 11th.

Staff will present the recommendations of the review committee to the Board of Directors at the August 14th Board Meeting.

FISCAL IMPACT: To be determined after review of the proposals and recommendation of the review committee. This project will be funded through Sewer Impact Fees and was budgeted for \$450,000 for FY 2026.

RECOMMENDATION: Staff will present the recommendation to the Board of Directors on August 14th.



MEMO

TO: BOARD OF DIRECTORS

FROM: AG AMANDA GILL
ENGINEERING AND CONSTRUCTION DIRECTOR

DATE: AUGUST 6, 2025

SUBJECT: RED HILL INTERCONNECT – MATERIAL BID

As part of the District's SCIIP grant projects, the material bids for the Red Hill 12" Water Interconnect were sent out to local suppliers on July 18th. In addition, the bidding documents were posted to the District website and advertised on the South Carolina Business Opportunities (SCBO) website.

Bids were due back on August 5th and read publicly at 2:00pm. Three sealed bids were received, and the bid tabulation sheet is attached to this memo. The materials for this portion of the project will be installed by one of the District's Outsource Contractors.

Ferguson Waterworks is the apparent low bidder with a total cost of \$369,099.71.

FISCAL IMPACT: \$369,099.71 to be paid through water impact fees and reimbursed through the 2025 bond proceeds with a 5% contingency of \$18,450 for a total not to exceed 387,549.71. This portion of the project will be considered part of the required match for the SCIIP grant.

RECOMMENDATION: Staff recommends awarding the material bid to Ferguson Waterworks for a cost not to exceed \$387,549.71.

Bid Tabulation Sheet

AECOM

Project Name: Red-Hill 12-Inch Water Interconnect (Material Procurement)

Owner: Georgetown County Water & Sewer District

AECOM Project No.: 60691180

Bid Date/Time: August 5, 2025 at 2:00 PM

Certified Date: August 6, 2025

Above Average
50% Below Average

Hank P. Morgan

CERTIFIED AS CORRECT
Hank Morgan, P.E.

Item No.	Est. Qty.	Unit	Description	Ferguson Waterworks		Core & Main		Consolidated Pipe & Supply		Average Unit Price
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	
1	9,460	LF	12" PVC C-900 DR25 Blue	\$ 24.25	\$ 229,405.00	\$ 24.25	\$ 229,405.00	\$ 24.85	\$ 235,081.00	\$ 24.45
2	20	LF	6" PVC C-900 DR25 Blue	\$ 8.05	\$ 161.00	\$ 7.21	\$ 144.20	\$ 8.43	\$ 168.60	\$ 7.90
3	5	EA	12"X6" MJ Hyd. Tee FBE	\$ 613.00	\$ 3,065.00	\$ 620.87	\$ 3,104.35	\$ 685.00	\$ 3,425.00	\$ 639.62
4	7	EA	12" MJ Gate Valve	\$ 3,090.00	\$ 21,630.00	\$ 3,685.00	\$ 25,795.00	\$ 3,200.00	\$ 22,400.00	\$ 3,325.00
5	76	EA	12" PVC Bell Restraint	\$ 210.00	\$ 15,960.00	\$ 220.00	\$ 16,720.00	\$ 215.00	\$ 16,340.00	\$ 215.00
6	1	EA	6" PVC Bell Restraint	\$ 67.00	\$ 67.00	\$ 70.00	\$ 70.00	\$ 68.00	\$ 68.00	\$ 68.33
7	1	EA	4" PVC Bell Restraint	\$ 54.00	\$ 54.00	\$ 57.00	\$ 57.00	\$ 58.00	\$ 58.00	\$ 56.33
8	8	EA	6" MJ Gate Valve	\$ 1,000.00	\$ 8,000.00	\$ 1,175.00	\$ 9,400.00	\$ 985.00	\$ 7,880.00	\$ 1,053.33
9	10	EA	6" DI Megalug	\$ 36.00	\$ 360.00	\$ 37.00	\$ 370.00	\$ 40.00	\$ 400.00	\$ 37.67
10	14	EA	6" MJ Regular ACC Less Gland	\$ 25.00	\$ 350.00	\$ 26.00	\$ 364.00	\$ 20.00	\$ 280.00	\$ 23.67
11	15	EA	27" Concrete Collars	\$ 18.00	\$ 270.00	\$ 15.00	\$ 225.00	\$ 18.00	\$ 270.00	\$ 17.00
12	15	EA	CI Valve Boxes (18" - 24" Adjustable)	\$ 65.00	\$ 975.00	\$ 60.00	\$ 900.00	\$ 62.00	\$ 930.00	\$ 62.33
13	6	EA	Concrete Valve Marker	\$ 60.00	\$ 360.00	\$ 35.00	\$ 210.00	\$ 40.00	\$ 240.00	\$ 45.00
14	10,000	LF	12 GA. Locate Wire (500' Roll) Green/Solid Copper	\$ 0.10	\$ 1,000.00	\$ 0.12	\$ 1,200.00	\$ 0.15	\$ 1,500.00	\$ 0.12
15	10	EA	2"X1000' Roll Water Detector Tape	\$ 22.00	\$ 220.00	\$ 20.00	\$ 200.00	\$ 19.00	\$ 190.00	\$ 20.33
16	74	EA	12" PVC Megalug	\$ 130.00	\$ 9,620.00	\$ 132.00	\$ 9,768.00	\$ 140.00	\$ 10,360.00	\$ 134.00
17	1	EA	12" DI Megalug	\$ 114.00	\$ 114.00	\$ 116.00	\$ 116.00	\$ 120.00	\$ 120.00	\$ 116.67
18	76	EA	12" MJ Regular ACC Less Gland	\$ 38.00	\$ 2,888.00	\$ 40.00	\$ 3,040.00	\$ 35.00	\$ 2,660.00	\$ 37.67
19	40	LF	6" DIP	\$ 31.00	\$ 1,240.00	\$ 27.37	\$ 1,094.80	\$ 29.00	\$ 1,160.00	\$ 29.12
20	2	LF	12" MJ 22 1/2 Degree Bend FBE	\$ 460.00	\$ 920.00	\$ 450.00	\$ 900.00	\$ 490.00	\$ 980.00	\$ 466.67
21	5	EA	Mueller 5 1/4" Fire Hydrant 3' 6" Bury SS B/N	\$ 3,175.00	\$ 15,875.00	\$ 3,350.00	\$ 16,750.00	\$ 3,260.00	\$ 16,300.00	\$ 3,261.67
22	2	EA	16"X12" MJ Reducer FBE	\$ 680.00	\$ 1,360.00	\$ 670.00	\$ 1,340.00	\$ 775.00	\$ 1,550.00	\$ 708.33
23	1	EA	12" MJ Plug FBE	\$ 305.00	\$ 305.00	\$ 300.00	\$ 300.00	\$ 335.00	\$ 335.00	\$ 313.33
24	12	EA	6" PVC Megalug	\$ 45.00	\$ 540.00	\$ 47.00	\$ 564.00	\$ 50.00	\$ 600.00	\$ 47.33
25	2	LF	12" FLEX-TEND Flexible Expansion Joint (MJ X MJ) by EBAA Iron	\$ 7,600.00	\$ 15,200.00	\$ 7,800.00	\$ 15,600.00	\$ 9,350.00	\$ 18,700.00	\$ 8,250.00
26	4	EA	12" MJ 90 Degree Bend FBE	\$ 633.00	\$ 2,532.00	\$ 625.00	\$ 2,500.00	\$ 690.00	\$ 2,760.00	\$ 649.33
27	1	EA	12"X6" SEB MJ Reducer FBE	\$ 322.00	\$ 322.00	\$ 319.00	\$ 319.00	\$ 460.00	\$ 460.00	\$ 367.00
28	1	EA	6"X4" MJ Reducer FBE	\$ 131.00	\$ 131.00	\$ 130.00	\$ 130.00	\$ 140.00	\$ 140.00	\$ 133.67
29	1	EA	6" MJ Sleeve FBE	\$ 194.00	\$ 194.00	\$ 192.00	\$ 192.00	\$ 215.00	\$ 215.00	\$ 200.33
30	1	EA	4" MJ Sleeve FBE	\$ 111.00	\$ 111.00	\$ 109.00	\$ 109.00	\$ 120.00	\$ 120.00	\$ 113.33
31	1	EA	4" MJ Transition ACC Less Gland	\$ 35.00	\$ 35.00	\$ 20.00	\$ 20.00	\$ 19.00	\$ 19.00	\$ 24.67
32	1	EA	6" MJ Transition ACC Less Gland	\$ 45.00	\$ 45.00	\$ 25.00	\$ 25.00	\$ 24.00	\$ 24.00	\$ 31.33
33	2	EA	4" MJ Regular ACC Less Gland	\$ 20.00	\$ 40.00	\$ 21.00	\$ 42.00	\$ 15.00	\$ 30.00	\$ 18.67
34	3	EA	4" PVC Megalug	\$ 54.00	\$ 162.00	\$ 40.00	\$ 120.00	\$ 44.00	\$ 132.00	\$ 46.00
35	4	EA	12" MJ 11 1/4 Degree Bend FBE	\$ 425.00	\$ 1,700.00	\$ 422.00	\$ 1,688.00	\$ 433.00	\$ 1,732.00	\$ 426.67
36	1	EA	12" MJ Tee FBE	\$ 880.00	\$ 880.00	\$ 870.00	\$ 870.00	\$ 870.00	\$ 870.00	\$ 873.33
37	10	EA	12" MJ 45 Degree Bend FBE	\$ 520.00	\$ 5,200.00	\$ 518.00	\$ 5,180.00	\$ 565.00	\$ 5,650.00	\$ 534.33
38	2	EA	2" Ball Valve SS	\$ 120.00	\$ 240.00	\$ 67.00	\$ 134.00	\$ 70.00	\$ 140.00	\$ 85.67
39	4	EA	2"X4" SS Nipples	\$ 18.00	\$ 72.00	\$ 18.00	\$ 72.00	\$ 16.00	\$ 64.00	\$ 17.33
40	2	EA	12"X2" ROMAC Style 202NS IP Threads (Double Strap)	\$ 195.00	\$ 390.00	\$ 200.00	\$ 400.00	\$ 155.00	\$ 310.00	\$ 183.33
41	2	EA	A.R.I. D-060 2" THR Air Release/VACUUM Valve (Design Engineers Recommendation)	\$ 1,100.00	\$ 2,200.00	\$ 1,100.00	\$ 2,200.00	\$ 1,350.00	\$ 2,700.00	\$ 1,183.33
42	1	EA	12"X6" MJ Cross FBE	\$ 760.00	\$ 760.00	\$ 750.00	\$ 750.00	\$ 830.00	\$ 830.00	\$ 780.00
TOTAL OF BASE BID					\$ 344,953.00		\$ 352,388.35		\$ 358,191.60	\$ 351,844.32
TAX					\$ 24,146.71		\$ 24,667.18		\$ 25,073.41	\$ 24,629.10
TOTAL MATERIAL COST W/TAX & FREIGHT					\$ 369,099.71		\$ 377,055.53		\$ 383,265.01	\$ 376,473.42



MEMO

TO: BOARD OF DIRECTORS

FROM: *AG* AMANDA GILL
ENGINEERING MANAGER

DATE: AUGUST 6, 2021

SUBJECT: RED HILL INTERCONNECT – LABOR CONTRACT

The Red Hill Interconnect consists of 9,500 linear feet of 12" water main that will connect the Red Hill and Carvers Bay Water systems. The project is included in the District's South Carolina Infrastructure Improvement Program (SCIIP) grant and also satisfies a SCDES consent order. To reduce costs, the District proposed to utilize one of our Outsource Contractors for the trenched installation portion of the work.

Of the two contractors on our current list, Collins Drainage and Utilities is the lowest cost contractor. The estimated labor cost for the project is \$136,024, and Collins Drainage has agreed to do the work.

The outsource labor costs would be used toward the District's required match as part of the SCIIP grant requirements.

FISCAL IMPACT: \$136,024 along with a contingency of \$13,602.40 (10%) for a total of \$149,626.40 to be funded out of Water Impact Fees and reimbursed through the 2025 Bond proceeds.

RECOMMENDATION: Staff recommends awarding the contract to Collins Drainage and Utilities for a cost not to exceed a total of \$149,626.40.



MEMO

TO: BOARD OF DIRECTORS

FROM: AG AMANDA GILL
ENGINEERING & CONSTRUCTION DIRECTOR

DATE: AUGUST 6, 2025

SUBJECT: CAPITAL IMPROVEMENT PROJECTS STATUS REPORT

1. Raw Water Intake Solution

There is a need for alternative water source supplies for the Waccamaw Neck Water Treatment Plant. The District sent out Requests for Proposals to four of the pre-qualified engineering firms to provide a permanent solution to supply a constant raw water flow to the Plant. Proposals from our prequalified engineering firms are due in March. The contract for design has been awarded to WK Dickson. SCIIP funding for this project has been approved. The Canal dredging work is complete. The Contract for the intake structure was awarded to Consensus Construction. The contractor has completed the intake structure and most of the intake line up to the raw water wet well. The wet well tie in is scheduled for the week of August 4th.

2. Sandy Island Water Treatment Plant Upgrade - Design

The Sandy Island Water Treatment Plant is currently designed to treat 8 Million Gallons a Day (MGD). Due to continued growth in the area, the plant is reaching its capacity. In order to continue serving our customers, the 'Best Tasting Water in South Carolina,' an upgrade to the plant is required. A 2014 Preliminary Engineering Report (PER) discussed the upgrades and design needed to increase the capacity to a 10 and ultimately a 12 MGD treatment plant. The Task Order for engineering with WK Dickson has been signed. SCIIP funding for this project has been approved. The PER has been approved by DHEC. All permitting has been issued. This project received RIA approval, and a contract was signed with Consensus Construction. The sediment basin walls are approximately 90% complete.

3. Red Hill Water Improvements Project

This project consists of an elevated water storage tank and an interconnect to the Carvers Bay water system to strengthen the system while providing service to all of the existing homes and some future homes. The existing system is isolated and only has one well and one small pneumatic tank. A Task Order with AECOM was executed. SCIIP

funding for this project has been approved. The Contract for the tank was awarded to Maguire Iron. A pre-construction meeting was held on August 28th. Clearing has been completed on the Tank site. Permitting for the interconnect has been submitted. The foundation piles have been installed. The tank contractor has been working on the foundation and concrete pours. The steel for the tank has been fabricated and will be undergoing prime painting before mobilizing to the site for erection. An update on the interconnect materials is included in a separate memo.

4. 701 Corridor Water Main Phase I

This project was designed, but not permitted and ultimately shelved back in 2015. Georgetown County is currently in the process of designing Phase II of Brick Chimney Road which will connect Highway 51 to Highway 701. The District has discussed utilizing the Right of Way with the County which would eliminate the need to get additional easements and permits with using the Santee Cooper Right of Way, as well as make for easier access for maintenance and repair of the trunk line in the future. The Task Order with Hazen and Sawyer was signed, and they will begin gathering additional survey data. The SCIIP funding for this phase and additional phases was not granted. Staff received 90% drawings and sent comments back. Staff has received 100% drawings as well as permitting documents. No change

5. North Santee Sewer Project

Requests for Proposals for engineering were sent out to our prequalified engineering firms for a county-funded sewer project to serve the North Santee community near Powell Road, Mount Zion Road, and Corner Loop. Proposals are due back by September 7th. A kick-off meeting was held with Weston and Sampson for the design. Staff have begun discussions with the community and those directly impacted by the project. Staff have received 100% drawings, and the permitting process is ongoing. Some permits have been issued. The contract has been awarded to RCB Contractors. A pre-construction conference was held on August 28th. The main line has been completed and tested. We have received the permit to operate from SCDES. The Contractor has installed 10 of the 11 STEP units and connected to the existing homes. No change.

6. FY2026 Gravity Sewer CCTV

This is a continuation of the District's inspections of the gravity sewer system. Staff is finalizing a list of main lines that have not yet been inspected by CCTV and will be obtaining a cost to bring back to the Board of Directors. No change.

7. Capital Project Sales Tax (CPST)

These projects are funded as part of Georgetown County's approved 1% Capital Project Sales Tax, voted on by County residents on November 5, 2024.

- a. **Sampit Community Sewer Project** – Staff has signed a task order with Thomas and Hutton with a kickoff meeting scheduled for August 7th. Staff also held a public meeting on July 24th to discuss the project with the community. Letters to each of the property owners in the community will be going out next week to gauge interest in connecting to public sewer.
- b. **Jerusalem and NW Pee Dee Region Water Project**

- c. 701 Corridor Water Main – Phase I & II
- d. 701 Corridor Water Main – Phase III (Plantersville Water System Upgrade)
- e. St. Luke Community Sewer Project

8. Debordieu Force Main Upgrade

Installation of a 10" force main funded through DECAP to upgrade the force main size serving two of the larger pump stations in Debordieu. The contract was awarded to RCB Contractors. Some materials have been delivered and installation will begin once the contractor is completed with the North Santee sewer project. The project is approximately 70% complete.

9. West Side Sewer Analysis

This study will evaluate the current sewer collection system in Western Georgetown County, north of the city of Georgetown. This study is necessary due to the accelerated growth in this area and to ensure the sewer system maintains sufficient capacity. A Request For Proposal (RFP) was issued and is due back by July 31st. Update in separate memo.

10. North Litchfield Water Rehabilitation – Phase 2

This project is a continuation of phase one which replaced aging water infrastructure south of Boyle Drive. This phase will replace water mains, services, meters, and valves for areas of North Litchfield between Boyle Drive and Fenwick Rd. Staff is finalizing bidding documents and permits and will bring the bid results back to the Board for approval.

RECOMMENDATION: This is for information only.

FY2026 DECAP BUDGET

Project Name:	FY26 Approved Budget:	Bid Price	Contingency	FY26 Actual Cost:	Variance:
CCTV Sewer Inspection (PACP)	\$ 150,000.00			\$ -	\$ 150,000.00
Sewer Main Replace/Improve	\$ 600,000.00			\$ -	\$ 600,000.00
Water Main Rehabilitation	\$ 2,000,000.00			\$ -	\$ 2,000,000.00
Hydrant Replacement/Renew	\$ 150,000.00			\$ -	\$ 150,000.00
Litchfield Country Club Force Main (Design)	\$ 135,000.00			\$ -	\$ 135,000.00
PS Rehab - Litchfield Plantation	\$ 575,000.00			\$ -	\$ 575,000.00
Pump Station Rehab	\$ 550,000.00			\$ -	\$ 550,000.00
Pump Station Panels	\$ 65,000.00			\$ -	\$ 65,000.00
Manhole/Wetwell Rehab	\$ 350,000.00			\$ -	\$ 350,000.00
Clarifier Rehabilitation	\$ 500,000.00			\$ -	\$ 500,000.00
Effluent Pump Rehab	\$ 95,000.00			\$ -	\$ 95,000.00
Launder Ring Coating	\$ 30,000.00			\$ -	\$ 30,000.00
Aerator	\$ 65,000.00			\$ -	\$ 65,000.00
Aeration Nozzle Diffuser Replacement	\$ 200,000.00			\$ -	\$ 200,000.00
PI WWTP Grit Cyclone	\$ 150,000.00			\$ -	\$ 150,000.00
PI WWTP High Efficiency Blowers	\$ 250,000.00			\$ -	\$ 250,000.00
PI WWTP Switchgear Replacement	\$ 150,000.00			\$ -	\$ 150,000.00
PI WWTP Bar Screen	\$ 200,000.00	\$ 128,800.00	\$ 12,880.00	\$ 141,680.00	\$ 58,320.00
High Tank MOV	\$ 60,000.00			\$ -	\$ 60,000.00
SI WTP Chlorine Gas Conversion	\$ 100,000.00			\$ -	\$ 100,000.00
SI WTP Pump Rehab	\$ 45,000.00			\$ -	\$ 45,000.00
Flow Meter Replacement	\$ 30,000.00			\$ -	\$ 30,000.00
PS SCADA System	\$ 250,000.00			\$ -	\$ 250,000.00
Well/ASR Rehab	\$ 175,000.00			\$ -	\$ 175,000.00
Admin Office Improvements	\$ 30,000.00			\$ -	\$ 30,000.00
Rehab Maint. & Construction Bldgs	\$ 45,000.00			\$ -	\$ 45,000.00
Total:	\$ 6,950,000.00	\$ 128,800.00	\$ 12,880.00	\$ 141,680.00	\$ 6,808,320.00

FY 2025 Rollover Projects

Project Name:	FY25 Approved Budget:	Bid Price	Contingency	FY25 Actual Cost:	Variance:
Water Main Rehab	\$ 100,000.00	\$ 100,000.00		\$ 100,000.00	\$ -
Debordieu Force Main Replacement	\$ 1,200,000.00	\$ 500,705.50	\$ 50,000.00	\$ 550,705.50	\$ 649,294.50
Clarifier Rehabilitation	\$ 350,000.00	\$ 484,924.00	\$ 48,492.00	\$ 533,416.00	\$ (183,416.00)
PI WWTP High Efficiency Blowers FY25	\$ 165,000.00	\$ 193,500.00	\$ 19,350.00	\$ 212,850.00	\$ (47,850.00)
PI WWTP Switchgear Replacement	\$ 150,000.00	\$ 20,974.00		\$ 20,974.00	\$ 129,026.00
PI WWTP Scrubber Rehab	\$ 250,000.00			\$ -	\$ 250,000.00
Vertical Turbine Pump Rehab	\$ 140,000.00	\$ 127,867.96	\$ 9,230.00	\$ 137,097.96	\$ 2,902.04
Well / ASR Rehab (North Santee Rehab)	\$ 80,000.00	\$ 82,223.00	\$ 39,545.00	\$ 121,768.00	\$ (41,768.00)
Total:	\$ 2,435,000.00	\$ 1,510,194.46	\$ 166,617.00	\$ 1,676,811.46	\$ 758,188.54

FY 2024 Rollover Projects

Project Name:	FY24 Approved Budget:	Bid Price	Contingency	FY24 Actual Cost:	Variance:
Effluent Pump Rehab	\$ 140,000.00	\$ 124,600.00		\$ 124,600.00	\$ 15,400.00
Total:	\$ 140,000.00	\$ 124,600.00	\$ -	\$ 124,600.00	\$ 15,400.00

Variance includes contingency amounts

Updated 8/4/2025



MEMO

TO: BOARD OF DIRECTORS

FROM: AG AMANDA GILL
ENGINEERING & CONSTRUCTION DIRECTOR

DATE: JULY 1, 2025

SUBJECT: DEVELOPER PROJECTS STATUS REPORT

1. Collins Creek PH 7
Located off Collins Creek Rd in Murrells Inlet. The project consists of 31 single-family lots. Construction Permits received from DHEC. A pre-construction conference was held and is ready for water and sewer construction. Testing of the water and sewer lines has been completed. Staff is waiting on final inspection and conveyance documents to submit for operational approval.
2. Wachesaw Trail
Located at the intersection of Wachesaw Rd and New River Rd. the project consists of 9 single-family lots. Preliminary approval has been given for this project. Ready for the construction of water and sewer. Construction is underway. The testing of the lines was completed. Staff are waiting on additional documents before submitting them to SCDES for operational approval. No change
3. Brookgreen Gardens Conservatory
Located in Brookgreen Gardens. The project consists of a multi-purpose commercial building for Brookgreen Events. Preliminary approval was given. Construction is underway. Testing of the main lines has been completed. Staff is waiting on the final inspection and conveyance documents to submit for operational approval.
4. Osprey Town Homes
Located off Parkersville Rd. near Archer Rd. in Litchfield. The project consists of 47 town homes. SCDES Permits received. No change

5. The Reserve at Crown Pointe

Located between 701 North and David W. Ray Drive in Georgetown. The project consists of 128 single-family lots. Preliminary approval was given. The SCDES construction permit was received. A pre-construction conference was held and utility construction is scheduled to start in August. No change.

6. South Island Landing Phase 1

This project is located on Hwy 17 South, behind Apple Cool Storage in Georgetown. This project consists of 63 single-family lots. This project is inside the annexed City Limits of Georgetown, but we will still provide water and sewer service to this phase. The Master plan for this development will have some phases served by the City and some served by the District because the original service area boundary splits this property. 274 lots total for all phases. Construction has been approved, and this project is back under construction. Testing has been completed. Staff is waiting on final inspection and conveyance documents to submit for operational approval.

7. Regatta Townhomes

Located off Petigru Dr. near Gertrude Dr. in Pawleys Island. The project consists of 41 townhomes. SCDES permits received. No change

8. Sweetgrass Townhomes

Located off Petigru Dr. near Godfrey Rd in Pawleys Island, this project consists of 40 units as townhomes. The SCDES Construction permits have been issued. A pre-construction conference was held.

9. Martin Luther King Estates

Located off Petigru Dr., just south of Martin Luther King Rd in Pawleys Island. This project consists of 7 single-family lots. A pre-construction Conference was held. Construction is underway. This project has received operational approval and will be removed from the list next month.

10. Sanderling Bay

Located at the northwest intersection of Petigru Dr. and Martin Luther King Rd in Pawleys Island. This project consists of 22 single-family lots. A pre-construction meeting was held, and construction was approved. The project is under construction. No change

11. Carolina Trails

Located just north of the 701 / Browns Ferry Road intersection, this project consists of 180 Townhomes, 175 Single-family lots, and 1 commercial building. Letter of Intent received by staff. No change

12. Kingsbury Subdivision

Located along Moury Drive, just off McDonald Rd in Georgetown, this project consists of 51 single-family lots. This project has received an SCDES construction permit. Construction is underway. No change

13. Riverview RV Resort

Located along HWY 521 just west of 8 Oaks Park in Georgetown, this project consists of 635 campsites, 2 amenity centers, 2 boathouses, and a check-in center (386 REUs). This project has received preliminary approval and is in design. SCDES construction permits have been issued. No change

14. Magic Oaks

Located along Ocean Highway in Pawleys Island, just south of the Hammock Shops, this project consists of 27 single-family homes and an amenity center/pool. The project has received preliminary approval and is in design. No change

15. Majestic Oaks

Located along Highway 17 Business in Murrells Inlet at Oyster Bay Drive. This project consists of 14 condo units being added to the existing multi-family community. SCDES construction permit has been received. This project is under construction. No change.

16. Waverly Court

This project is located along Waverly Road near Newman and consists of 7 single-family lots. This project has received preliminary approval. Staff has received and reviewed the DRP packet and sent back comments. No change.

17. The Enclave at Crown Pointe

This is a 374-lot development consisting of townhomes and single-family homes located on the northeast side of the intersection of Hwy 701 and Pringle Ferry Road in Georgetown. The 10% invoice has been issued, and comments have been issued to the Engineer. No change

18. Tradition at Crown Pointe

This is a 369-lot development consisting of single-family homes located between Hwy 701 and Browns Ferry Rd in Georgetown. Staff have done a preliminary review of this project and issued comments. No change

19. Peru Plantation West Phase 2

This project consists of an additional 127 single-family lots along the 701 corridor just south of the Black River. Staff have received preliminary drawings. No change

20. Johnson Road Estates

This project consists of 10 single family lots off Johnson Road in Georgetown. Staff has received the DRP packet for review. This project has received the SCDES Water Construction permit. No change.

21. Kent 240 Tract

This is a 44-lot subdivision project located on Kent Road in Georgetown near Hwy 521. Staff has received the initial Intent to Develop submittal on this project. No change.

22. Georgetown Estates Phase 1A

This project consists of 10 single family homes. The phase is the front 10 lots of the existing Georgetown Estates development along Hwy 521 in Georgetown. Staff has received and reviewed the DRP submittal. This project has been submitted to SCDES for permitting.

23. Georgetown Estates Phase 1B

This project consists of 8 single family homes. The phase is behind the existing Georgetown Estates development along Hwy 521 in Georgetown. Staff has received and reviewed the DRP submittal. This project has been submitted to SCDES for permitting.

24. Georgetown Estates Phase 2

This project consists of 75 single family homes. The phase is behind the existing Georgetown Estates development along Hwy 521 in Georgetown. Staff has received and reviewed the DRP submittal. This project has been submitted to SCDES for permitting.

25. Georgetown Estates Phase 3

This project consists of 71 single family homes. The phase is behind the existing Georgetown Estates development along Hwy 521 in Georgetown. Staff has received and reviewed the DRP submittal. This project has been submitted to SCDES for permitting.

26. Georgetown Estates Phase 4

This project consists of 84 single family homes. The phase is behind the existing Georgetown Estates development along Hwy 521 in Georgetown. Staff has received and reviewed the DRP submittal. This project has been submitted to SCDES for permitting.

27. Seapine Lane Sewer

This project consists of 3 single family homes in Pawleys Island just off Ocean Hwy. The project will be extending gravity sewer and installing water taps for the three residential lots. This DRP packet has been submitted to SCDES for permit review. No change.

FISCAL IMPACT:

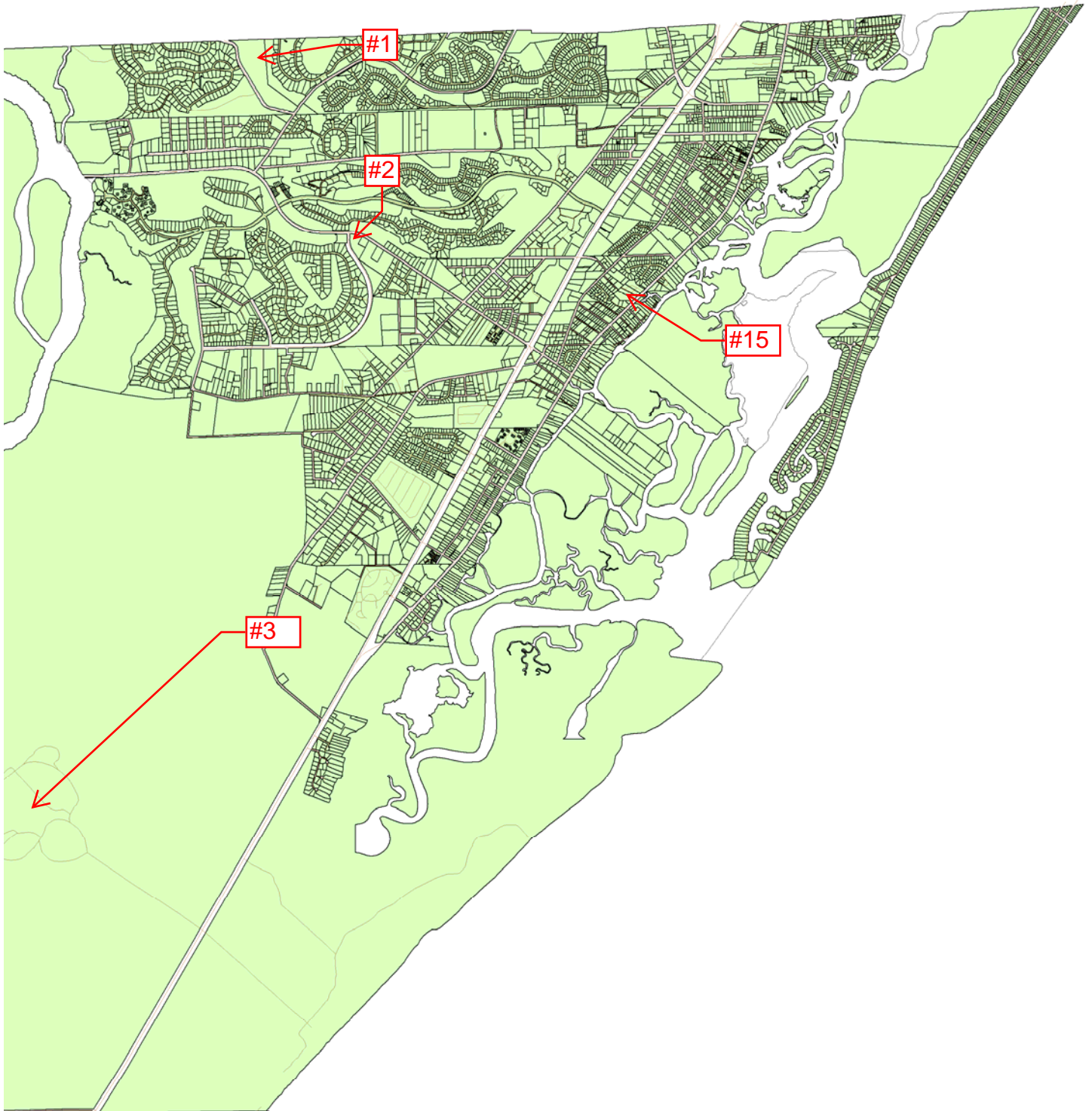
If all the projects on this list expire the developers would forfeit \$343,220.60 and the District would be required to refund a prorated \$530,635.00. The individual forfeiture and refund amounts are shown on the following page.

RECOMMENDATION:

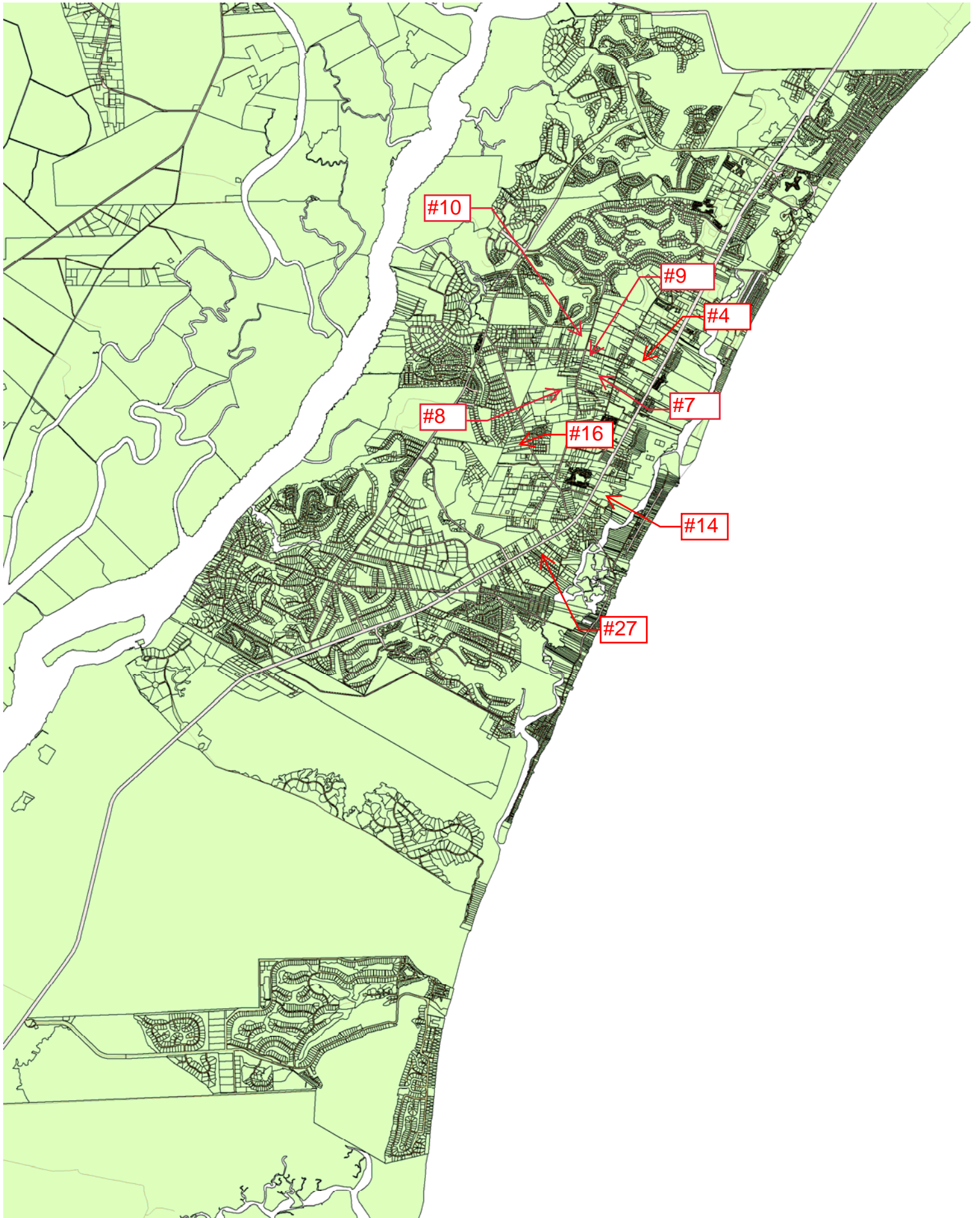
This is for information only.

#	Project Name	Forfeit to the District	Refund from the District	Units Waccamaw Neck	Units West Georgetown
1	Collins Creek Ph. 7	\$ 7,551.60	\$ 67,964.40	31	
2	Wachesaw Trail	\$ 2,192.40	\$ 19,731.60	9	
3	Brookgreen Gardens Conservatory	\$ -	\$ -		
4	Osprey Townhomes	\$ 11,449.20	\$ -	47	
5	The Reserve @ Crown Pointe	\$ 21,664.60	\$ 176,993.60		128
6	South Island Landing Ph. 1	\$ 16,708.80	\$ 123,505.20		63
7	Regatta Townhomes	\$ 11,349.60	\$ -	41	
8	Sweetgrass Townhomes	\$ 13,278.00	\$ -	46	
9	Martin luther King Estates	\$ 3,183.20	\$ 15,346.80	7	
10	Sanderling Bay	\$ 8,091.20	\$ 43,232.80	22	
11	Carolina Trails	\$ -	\$ -		175
12	Kingsbury Subdivision	\$ 8,685.60	\$ 66,932.40		51
13	Riverview RV Resort	\$ 95,820.60	\$ -		386
14	Magic Oaks	\$ 9,374.80	\$ -	27	
15	Majestic Oaks	\$ -	\$ -	14	
16	Waverly Court	\$ -	\$ -	7	
17	The Enclave @ Crown Pointe	\$ 55,200.40			374
18	Tradition @ Crown Pointe				369
19	Peru Plantation West Phase 2				127
20	Johnson Road Estates	\$ 2,203.00	\$ 10,351.00		10
21	Kent 240 Tract				44
22	Georgetown Estates Phase 1A	\$ 4,990.00			10
23	Georgetown Estates Phase 1B	\$ 4,502.80			8
24	Georgetown Estates Phase 2	\$ 20,824.00			75
25	Georgetown Estates Phase 3	\$ 19,849.60			71
26	Georgetown Estates Phase 4	\$ 23,016.40			84
27	Seapine Lane	\$ 3,284.80	\$ 6,577.20	3	
Totals		\$ 343,220.60	\$ 530,635.00	254	1975
				2229	

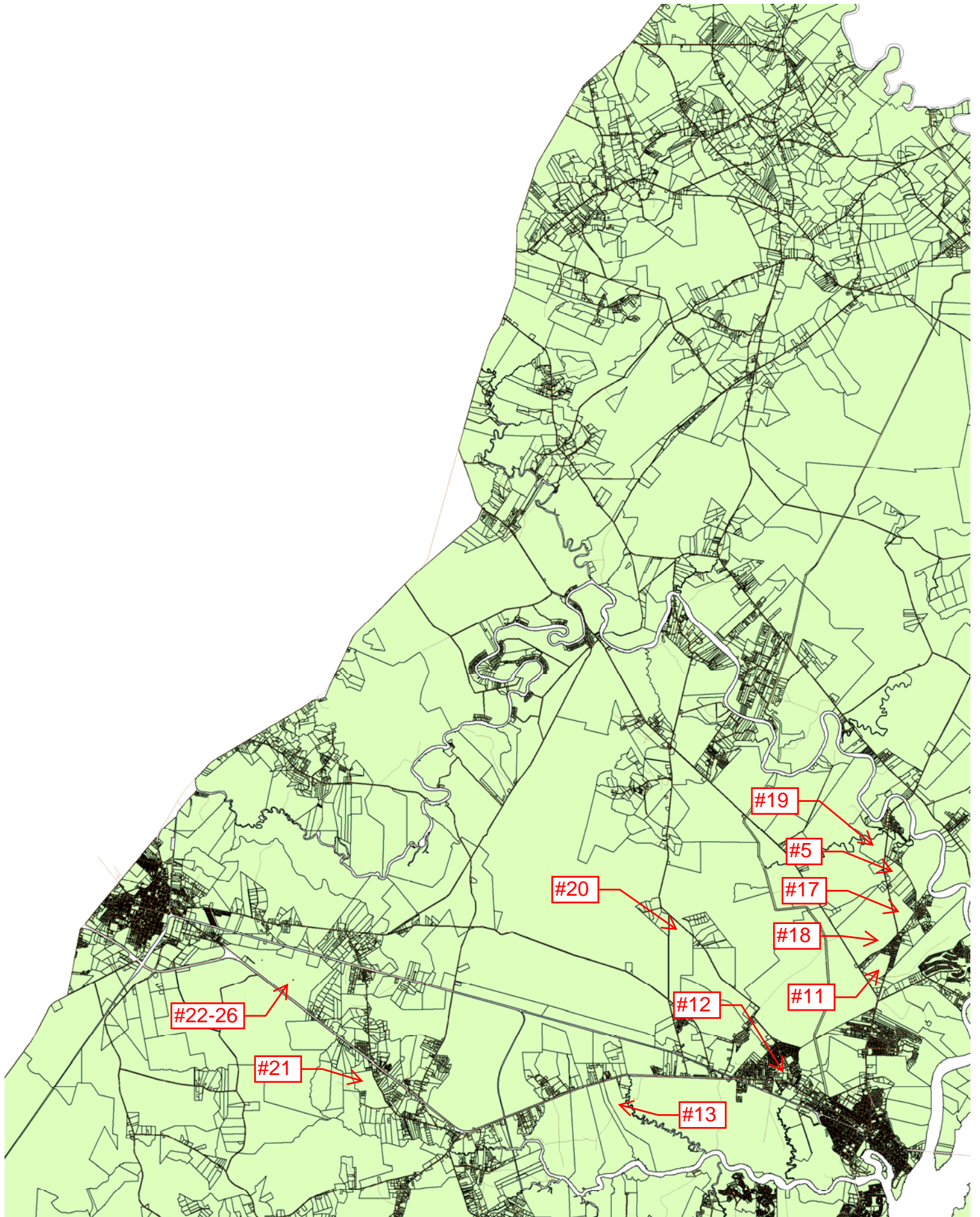
WACCAMAW NECK NORTH



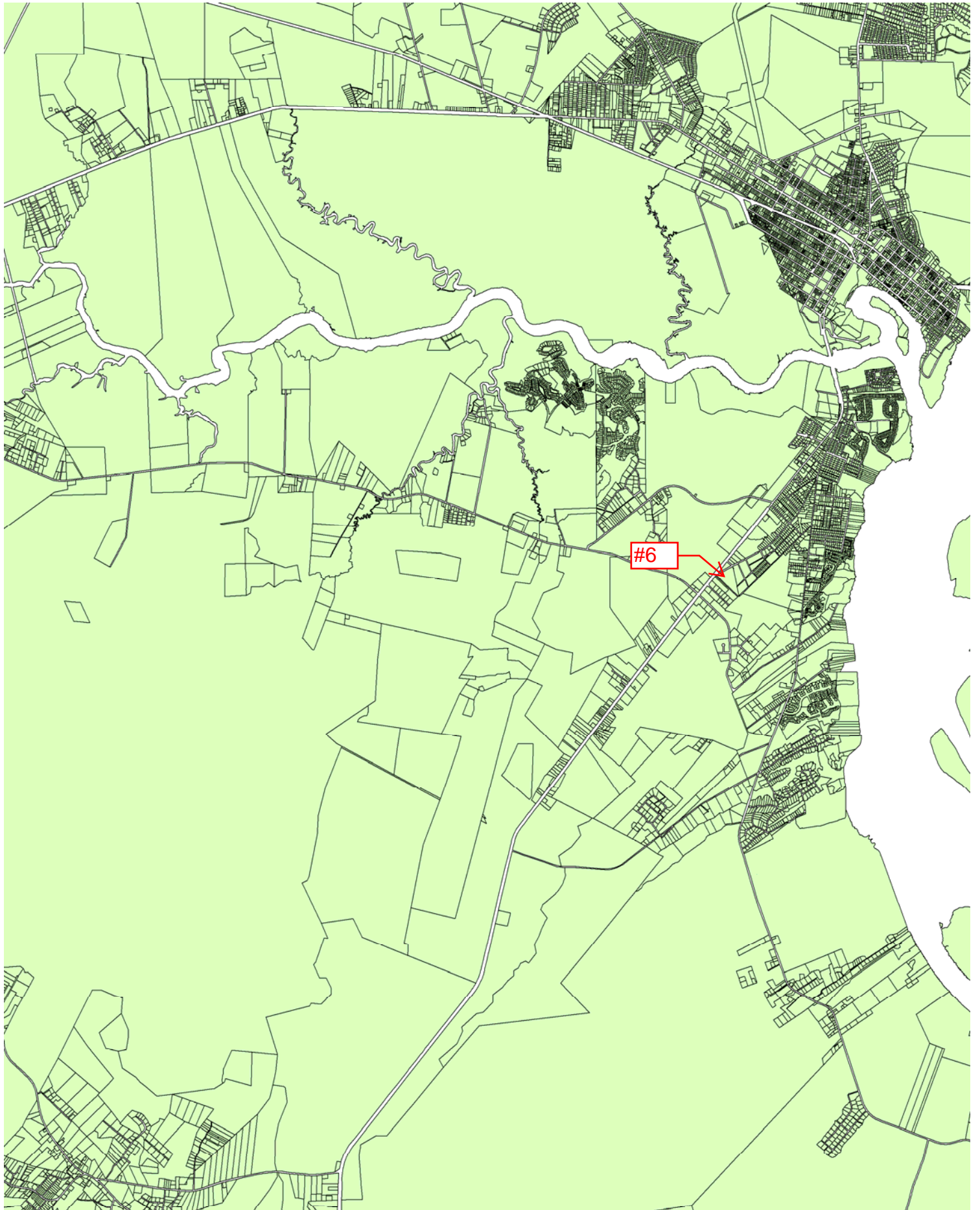
WACCAMAW NECK SOUTH



NORTH GEORGETOWN



SOUTH GEORGETOWN





MEMO

TO: BOARD OF DIRECTORS

FROM: ZACH W. WEBB, CPA
FINANCIAL/ADMINISTRATION SERVICES DIRECTOR

DATE: AUGUST 5, 2025

SUBJECT: FINANCIAL REPORT FOR JUNE 30, 2025

Highlights for the Financial Report for the year ended June 30, 2025:

- Net Revenue over Expenses (Net Income) \$1,180,704.
- Expenses for the year within budgeted expectations at 2.12% below budget.
- Revenues were 2.92% above budgeted expectation.
- Total expenses increased 6.33% compared to FY2024 actual.
- Total Revenues were 4.55% over the revenues in FY2024.
- The District collected \$778,562 in impact fees compared to \$819,224 in FY2024.
- The customer base grew by 420 customers or 1.6% for the year, compared to 1.4% in 2024.

There are substantial differences in the cash basis reports presented to the Board of Directors each month and the results that will be shown in the accrual based FY2025 audit report. The annual audit includes revenue from impact fees, developer contributions, and non-cash expenses such as depreciation, and accruals for future expenses such as paid leave, retirement and health insurance.

The audit firm, Greene, Finney & Cauley, LLP, is scheduled to begin working at the District's office the week beginning August 11th.

RECOMMENDATION: None – for information only.

GEORGETOWN COUNTY WATER & SEWER DISTRICT

REVENUES and EXPENSES

AS OF 6-30-25

PERIOD
12
PAY PERIODS
26

	<u>MONTH</u>	<u>Y-T-D</u>
OPERATING REVENUES	\$ 2,012,327.09	\$ 20,282,017.62
OPERATING EXPENSES	<u>1,522,730.39</u>	<u>20,166,397.99</u>
GAIN (LOSS)	<u>\$ 489,596.70</u>	<u>\$ 115,619.63</u>

TOTAL REVENUES	\$ 2,309,442.37	\$ 24,128,757.25
TOTAL EXPENSES	<u>1,758,236.72</u>	<u>22,948,053.30</u>
GAIN (LOSS)	<u>\$ 551,205.65</u>	<u>\$ 1,180,703.95</u>

GEORGETOWN COUNTY WATER & SEWER DISTRICT
REVENUE COMPARISON - CURRENT YEAR TO PRIOR YEAR
AS OF 6-30-25

	MONTH	LAST YEAR	Y-T-D	LAST YEAR	% CHANGE
WATER FUND					
Water Volume Charge	598,197.29	629,274.44	5,518,884.10	5,246,910.04	5.18%
Water Service Connection	30,168.00	47,507.00	351,661.00	439,111.00	-19.92%
Meter Placement Charge	2,777.00	0.00	10,130.00	2,171.00	366.61%
Backflow Inspection Charge	10,465.58	9,895.69	121,945.27	115,414.28	5.66%
Water DECAP Charge	94,166.66	88,285.00	1,119,310.69	1,054,246.70	6.17%
Other Operating Reimb.	7,419.00	(45,566.01)	78,029.29	167,123.92	-53.31%
	743,193.53	729,396.12	7,199,960.35	7,024,976.94	2.49%
WASTEWATER FUND					
Sewer Volume Charge	679,880.54	696,399.96	6,459,951.60	6,162,439.19	4.83%
Sewer Service Connection	0.00	0.00	800.00	0.00	0.00%
Sewer Tap / Step Unit	16,504.64	13,730.65	167,307.27	142,569.38	17.35%
Sewer Service Inspection	2,575.00	1,859.00	23,582.00	27,243.00	-13.44%
Sewer Reconnect	0.00	0.00	0.00	0.00	0.00%
Sewer DECAP Charge	192,345.48	173,054.60	2,278,808.88	2,067,746.31	10.21%
Other Operating Reimb.	7,341.29	5,615.88	76,371.06	73,406.58	4.04%
	898,646.95	890,660.09	9,006,820.81	8,473,404.46	6.30%
BILLING & COLLECTION					
Customer Charge	191,799.96	183,693.49	2,282,994.13	2,186,410.62	4.42%
Service Charge	12,120.56	10,049.00	117,086.16	125,614.38	-6.79%
Reconnect Charge	3,124.00	2,929.00	33,990.00	40,624.00	-16.33%
Late Payment Processing	5,696.52	4,171.96	72,090.83	63,050.42	14.34%
Returned Check Fees	1,230.00	1,380.00	13,650.00	14,670.00	-6.95%
	213,971.04	202,223.45	2,519,811.12	2,430,369.42	3.68%
GENERAL ADMINISTRATION					
Interest Income	41,007.94	33,383.87	553,083.78	444,546.55	24.42%
Discounts Earned	53.02	19.94	287.19	177.54	61.76%
Finance Charge	0.00	0.00	0.00	0.00	0.00%
Unrealized Gain/Loss on Investments	84,448.20	40,737.08	552,614.41	506,551.86	9.09%
Credit Card Charges	(17,506.56)	(14,843.37)	(192,133.00)	(159,998.62)	20.08%
Service Line Protection	30,168.00	27,104.00	343,835.00	310,115.00	10.87%
Miscellaneous Income	15,790.97	6,669.25	205,738.48	126,511.20	62.62%
	153,961.57	93,070.77	1,463,425.86	1,227,903.53	19.18%
ENGINEERING					
Engineering Income	2,554.00	24,089.15	91,999.48	96,280.25	-4.45%
TOTAL OPERATING REVENUES	2,012,327.09	1,939,439.58	20,282,017.62	19,252,934.60	5.35%

	<u>MONTH</u>	<u>LAST YEAR</u>	<u>Y-T-D</u>	<u>LAST YEAR</u>	<u>% CHANGE</u>
RESTRICTED INCOME					
Availability Charge - Water	131,337.71	131,014.94	1,574,675.84	1,564,502.11	0.65%
Availability Charge - Sewer	138,641.52	136,924.14	1,672,027.03	1,636,592.34	2.17%
Water & Sewer Assessments	2,747.91	(9,988.27)	307,457.27	324,163.41	-5.15%
Interest Income	3,327.14	2,996.26	35,940.88	32,768.11	9.68%
Demand Charge - Water	7,889.00	10,291.12	99,691.20	123,751.28	-19.44%
Demand Charge - Sewer	13,172.00	12,163.75	156,947.41	144,351.05	8.73%
	297,115.28	283,401.94	3,846,739.63	3,826,128.30	0.54%
TOTAL REVENUES	<u>2,309,442.37</u>	<u>2,222,841.52</u>	<u>24,128,757.25</u>	<u>23,079,062.90</u>	<u>4.55%</u>

GEORGETOWN COUNTY WATER & SEWER DISTRICT
EXPENSE COMPARISON - CURRENT YEAR TO PRIOR YEAR
AS OF 6-30-25

	MONTH	LAST YEAR	Y-T-D	LAST YEAR	% CHANGE
PERSONNEL SERVICES					
Salaries & Wages - Regular *	396,686.22	377,635.37	5,042,740.15	4,821,365.45	4.59%
Salaries & Wages - Overtime	11,618.36	12,607.10	157,905.89	152,880.83	3.29%
FICA Tax Expense	30,777.52	29,166.85	389,253.34	369,567.12	5.33%
Health Insurance	10,158.34	84,093.99	992,028.61	930,777.96	6.58%
Retirement	76,162.64	73,284.76	970,535.88	926,374.04	4.77%
Workman's Compensation	0.00	0.00	56,702.75	57,811.00	-1.92%
Other Payroll Expenses	14,067.75	13,717.54	184,645.29	162,128.38	13.89%
TOTAL PERSONNEL SERVICES	539,470.83	590,505.61	7,793,811.91	7,420,904.78	5.03%
CONTRACTUAL SERVICES					
Rents & Leases - Vehicles	589.26	959.66	11,240.41	6,923.03	62.36%
Rents & Leases - Other Equip.	3,516.85	7,162.95	49,300.09	67,349.56	-26.80%
Utilities	121,715.88	107,424.95	1,379,085.81	1,367,165.21	0.87%
Sewer Service Charges	72,111.52	74,724.55	779,772.49	470,180.50	65.85%
Telephone & Commun. Lines	11,197.73	11,744.76	134,558.97	157,967.85	-14.82%
Insurance - Operations	28,800.75	26,844.99	341,550.72	331,462.67	3.04%
Professional Services - Legal	0.00	0.00	22,222.29	2,210.38	0.00%
Professional Services - Consultants	0.00	0.00	0.00	0.00	0.00%
Professional Services - Other	3,413.00	532.67	122,915.93	46,808.16	162.60%
Employee Uniforms	2,574.57	3,077.97	15,790.71	20,038.50	-21.20%
Service & Maint. Contracts	67,665.99	65,048.11	924,824.27	935,368.94	-1.13%
TOTAL CONTRACTUAL SERVICES	311,585.55	297,520.61	3,781,261.69	3,405,474.80	11.03%
SUPPLIES and MATERIALS					
Operating Supplies & Material	29,020.83	13,031.16	227,104.60	268,025.32	-15.27%
Water Purchased for Resale	48,525.82	41,034.63	508,918.05	422,890.03	20.34%
Auto Supplies	11,288.64	15,091.90	177,093.76	181,795.11	-2.59%
Printing & Office Supplies	3,509.89	4,011.93	63,013.42	63,032.40	-0.03%
Lab Treatment Supplies & Mat.	124,144.50	106,366.42	1,221,348.82	1,205,015.76	1.36%
TOTAL SUPPLIES and MATERIALS	216,489.68	179,536.04	2,197,478.65	2,140,758.62	2.65%
MAINTENANCE and REPAIR					
Maint & Repair-Bldgs & Ground	9,821.18	908.82	134,419.06	44,075.22	204.98%
Maint & Repair-Facilities	103,433.29	92,899.78	1,179,535.80	1,357,511.85	-13.11%
Maint & Repair-Equipment	34,834.81	38,662.21	305,775.68	237,862.64	28.55%
Maint & Repair-Vehicles	8,541.05	24,201.90	189,214.88	158,678.77	19.24%
TOTAL MAINTENANCE and REPAIR	156,630.33	156,672.71	1,808,945.42	1,798,128.48	0.60%

	<u>This Month</u>	<u>Last Year</u>
* # of Employees	83	81

	MONTH	LAST YEAR	Y-T-D	LAST YEAR	% CHANGE
BUSINESS and TRAVEL EXPENSE					
Travel Expense	2,750.13	747.56	23,347.58	20,419.23	14.34%
Private Vehicle Expense	2,096.07	1,776.02	9,901.73	9,916.79	-0.15%
Postage & Delivery	1,819.48	21,983.53	139,570.76	128,324.14	8.76%
Employee Training	8,394.65	7,426.74	34,500.39	41,812.50	-17.49%
Memberships & Meetings	1,763.85	3,153.03	48,361.11	42,997.52	12.47%
Board Member Per Diem	595.00	1,385.00	9,195.00	9,849.00	-6.64%
Prof. Books & Periodicals	0.00	1,033.49	0.00	1,066.49	0.00%
Public Information	628.50	388.50	3,094.39	7,011.81	-55.87%
Miscellaneous Expenses	8,515.36	4,307.48	115,268.41	56,028.55	105.73%
TOTAL BUSINESS and TRAVEL EXP	26,563.04	42,201.35	383,239.37	317,426.03	20.73%
CAPITAL OUTLAY					
Land & Land Improvements	0.00	0.00	0.00	0.00	0.00%
Bldg. & Fixed Equipment	0.00	0.00	0.00	0.00	0.00%
Automotive Equipment	0.00	36,553.00	9,482.80	36,553.00	0.00%
Operational & Constr. Equip.	25,770.00	1,737.67	352,888.90	154,708.36	128.10%
Furniture & Fixtures	0.00	0.00	42,892.99	(1,004.10)	-4371.78%
Construction Material	52,380.82	28,688.74	486,984.21	468,817.80	3.87%
Internally Financed Equipment	0.00	0.00	0.00	0.00	0.00%
TOTAL CAPITAL OUTLAY	78,150.82	66,979.41	892,248.90	659,075.06	35.38%
MISCELLANEOUS					
Contingency	0.00	0.00	0.00	0.00	0.00%
Deprec. & Capital Replacement	286,512.14	261,339.60	3,420,484.05	3,121,993.02	9.56%
Bad Debts	0.00	95.00	0.00	240.50	0.00%
Miscellaneous Other	(92,672.00)	0.00	(111,072.00)	0.00	0.00%
TOTAL MISCELLANEOUS	193,840.14	261,434.60	3,309,412.05	3,122,233.52	6.00%
TOTAL OPERATING EXPENSES	1,522,730.39	1,594,850.33	20,166,397.99	18,864,001.29	6.90%
DEBT SERVICE					
Bond & Interest Payments	250,706.33	268,575.20	2,974,055.31	2,911,802.77	2.14%
Transfers from Impact Fee Funds	(15,200.00)	(16,200.00)	(192,400.00)	(194,400.00)	-1.03%
TOTAL DEBT SERVICE	235,506.33	252,375.20	2,781,655.31	2,717,402.77	2.36%
TOTAL EXPENSES	1,758,236.72	1,847,225.53	22,948,053.30	21,581,404.06	6.33%

GEORGETOWN COUNTY WATER & SEWER DISTRICT
BUDGETED TO ACTUAL REVENUE
FOR PERIOD ENDING 6-30-25

	ACTUAL YTD	BUDGET YTD	VARIANCE	% VARIANCE
WATER FUND				
Water Volume Charge	5,518,884.10	5,458,125.00	60,759.10	1.11%
Water Service Connection	351,661.00	335,000.00	16,661.00	4.97%
Meter Placement Charge	10,130.00	3,000.00	7,130.00	237.67%
Backflow Inspection Charge	121,945.27	108,000.00	13,945.27	12.91%
Water DECAP Charge	1,119,310.69	1,122,520.00	(3,209.31)	-0.29%
Other Operating Reimb.	78,029.29	150,000.00	(71,970.71)	-47.98%
	7,199,960.35	7,176,645.00	23,315.35	0.32%
WASTEWATER FUND				
Sewer Volume Charge	6,459,951.60	6,504,750.00	(44,798.40)	-0.69%
Sewer Service Connection	800.00	0.00	800.00	0.00%
Sewer Tap / Step Unit	167,307.27	60,000.00	107,307.27	178.85%
Sewer Service Inspection	23,582.00	27,000.00	(3,418.00)	-12.66%
Sewer Reconnect	0.00	0.00	0.00	0.00%
Sewer DECAP Charge	2,278,808.88	2,254,620.00	24,188.88	1.07%
Other Operating Reimb.	76,371.06	80,000.00	(3,628.94)	-4.54%
	9,006,820.81	8,926,370.00	80,450.81	0.90%
BILLING & COLLECTION				
Customer Charge	2,282,994.13	2,196,000.00	86,994.13	3.96%
Service Charge	117,086.16	115,000.00	2,086.16	1.81%
Reconnect Charge	33,990.00	45,000.00	(11,010.00)	-24.47%
Late Payment Processing	72,090.83	65,000.00	7,090.83	10.91%
Returned Check Fees	13,650.00	10,000.00	3,650.00	36.50%
	2,519,811.12	2,431,000.00	88,811.12	3.65%
GENERAL ADMINISTRATION				
Interest Income	553,083.78	795,000.00	(241,916.22)	-30.43%
Discounts Earned	287.19	1,000.00	(712.81)	-71.28%
Finance Charge	0.00	500.00	(500.00)	-100.00%
Unrealized Gain/Loss on Investments	552,614.41	0.00	552,614.41	0.00%
Credit Card Charges	(192,133.00)	(170,000.00)	(22,133.00)	13.02%
Service Line Protection	343,835.00	310,000.00	33,835.00	10.91%
Miscellaneous Income	205,738.48	125,000.00	80,738.48	64.59%
	1,463,425.86	1,061,500.00	401,925.86	37.86%
ENGINEERING				
Engineering Income	91,999.48	104,000.00	(12,000.52)	-11.54%
TOTAL OPERATING REVENUES	<u>20,282,017.62</u>	<u>19,699,515.00</u>	<u>582,502.62</u>	<u>2.96%</u>

	<u>ACTUAL YTD</u>	<u>BUDGET YTD</u>	<u>VARIANCE</u>	<u>% VARIANCE</u>
RESTRICTED INCOME				
Availability Charge - Water	1,574,675.84	1,565,620.00	9,055.84	0.58%
Availability Charge - Sewer	1,672,027.03	1,499,535.00	172,492.03	11.50%
Water & Sewer Assessments	307,457.27	400,000.00	(92,542.73)	-23.14%
Interest Income	35,940.88	5,000.00	30,940.88	618.82%
Demand Charge - Water	99,691.20	120,000.00	(20,308.80)	-16.92%
Demand Charge - Sewer	<u>156,947.41</u>	<u>155,000.00</u>	<u>1,947.41</u>	<u>1.26%</u>
	3,846,739.63	3,745,155.00	101,584.63	2.71%
TOTAL REVENUES	<u><u>24,128,757.25</u></u>	<u><u>23,444,670.00</u></u>	<u><u>684,087.25</u></u>	<u><u>2.92%</u></u>

GEORGETOWN COUNTY WATER & SEWER DISTRICT
BUDGETED TO ACTUAL EXPENSES
FOR PERIOD ENDING 6-30-25

	ACTUAL YTD	BUDGET YTD	VARIANCE	% VARIANCE
PERSONNEL SERVICES				
Salaries & Wages - Regular	5,042,740.15	5,138,388.00	95,647.85	1.86%
Salaries & Wages - Overtime	157,905.89	135,000.00	(22,905.89)	-16.97%
FICA Tax Expense	389,253.34	411,735.00	22,481.66	5.46%
Health Insurance	992,028.61	942,713.00	(49,315.61)	-5.23%
Retirement	970,535.88	998,092.00	27,556.12	2.76%
Workman's Compensation	56,702.75	57,000.00	297.25	0.52%
Other Payroll Expenses	184,645.29	235,185.00	50,539.71	21.49%
TOTAL PERSONNEL SERVICES	7,793,811.91	7,918,113.00	124,301.09	1.57%
CONTRACTUAL SERVICES				
Rents & Leases - Vehicles	11,240.41	7,200.00	(4,040.41)	-56.12%
Rents & Leases - Other Equip.	49,300.09	53,092.00	3,791.91	7.14%
Utilities	1,379,085.81	1,492,775.00	113,689.19	7.62%
Sewer Service Charges	779,772.49	661,417.00	(118,355.49)	-17.89%
Telephone & Commun. Lines	134,558.97	160,900.00	26,341.03	16.37%
Insurance - Operations	341,550.72	338,000.00	(3,550.72)	-1.05%
Professional Services - Legal	22,222.29	40,000.00	17,777.71	44.44%
Professional Services - Consultants	0.00	45,000.00	45,000.00	100.00%
Professional Services - Other	122,915.93	84,450.00	(38,465.93)	-45.55%
Employee Uniforms	15,790.71	22,735.00	6,944.29	30.54%
Service & Maint. Contracts	924,824.27	1,054,930.00	130,105.73	12.33%
TOTAL CONTRACTUAL SERVICES	3,781,261.69	3,960,499.00	179,237.31	4.53%
SUPPLIES and MATERIALS				
Operating Supplies & Material	227,104.60	209,123.00	(17,981.60)	-8.60%
Water Purchased for Resale	508,918.05	462,540.00	(46,378.05)	-10.03%
Auto Supplies	177,093.76	245,425.00	68,331.24	27.84%
Printing & Office Supplies	63,013.42	70,176.00	7,162.58	10.21%
Lab Treatment Supplies & Mat.	1,221,348.82	1,165,417.00	(55,931.82)	-4.80%
TOTAL SUPPLIES and MATERIALS	2,197,478.65	2,152,681.00	(44,797.65)	-2.08%
MAINTENANCE and REPAIR				
Maint & Repair-Bldgs & Ground	134,419.06	78,000.00	(56,419.06)	-72.33%
Maint & Repair-Facilities	1,179,535.80	1,287,094.00	107,558.20	8.36%
Maint & Repair-Equipment	305,775.68	160,790.00	(144,985.68)	-90.17%
Maint & Repair-Vehicles	189,214.88	151,378.00	(37,836.88)	-24.99%
TOTAL MAINTENANCE and REPAIR	1,808,945.42	1,677,262.00	(131,683.42)	-7.85%

	ACTUAL YTD	BUDGET YTD	VARIANCE	% VARIANCE
BUSINESS and TRAVEL EXPENSE				
Travel Expense	23,347.58	34,800.00	11,452.42	32.91%
Private Vehicle Expense	9,901.73	7,471.00	(2,430.73)	-32.54%
Postage & Delivery	139,570.76	112,395.00	(27,175.76)	-24.18%
Employee Training	34,500.39	41,730.00	7,229.61	17.32%
Memberships & Meetings	48,361.11	41,233.00	(7,128.11)	-17.29%
Board Member Per Diem	9,195.00	10,000.00	805.00	8.05%
Prof. Books & Periodicals	0.00	3,150.00	3,150.00	100.00%
Public Information	3,094.39	12,300.00	9,205.61	74.84%
Miscellaneous Expenses	115,268.41	117,550.00	2,281.59	1.94%
TOTAL BUSINESS and TRAVEL EXPENSE	383,239.37	380,629.00	(2,610.37)	-0.69%
CAPITAL OUTLAY				
Land & Land Improvements	0.00	0.00	0.00	0.00%
Bldg. & Fixed Equipment	0.00	0.00	0.00	0.00%
Automotive Equipment	9,482.80	250,000.00	240,517.20	96.21%
Operational & Constr. Equip.	352,888.90	319,100.00	(33,788.90)	-10.59%
Furniture & Fixtures	42,892.99	41,200.00	(1,692.99)	-4.11%
Construction Material	486,984.21	230,173.00	(256,811.21)	-111.57%
Internally Financed Equipment	0.00	120,000.00	120,000.00	100.00%
TOTAL CAPITAL OUTLAY	892,248.90	960,473.00	68,224.10	7.10%
MISCELLANEOUS				
Contingency	0.00	275,000.00	275,000.00	100.00%
Deprec. & Capital Replacement	3,420,484.05	3,377,140.00	(43,344.05)	-1.28%
Bad Debts	0.00	5,000.00	5,000.00	100.00%
Miscellaneous Other	(111,072.00)	0.00	111,072.00	0.00%
TOTAL MISCELLANEOUS	3,309,412.05	3,657,140.00	347,727.95	9.51%
TOTAL OPERATING EXPENSES	20,166,397.99	20,706,797.00	540,399.01	2.61%
DEBT SERVICE				
Bond & Interest Payments	2,974,055.31	2,932,273.00	(41,782.31)	-1.42%
Transfers from Impact Fee Funds	(192,400.00)	(194,400.00)	(2,000.00)	1.03%
TOTAL DEBT SERVICE	2,781,655.31	2,737,873.00	(43,782.31)	-1.60%
TOTAL EXPENSES	22,948,053.30	23,444,670.00	496,616.70	2.12%

GEORGETOWN COUNTY WATER & SEWER DISTRICT

REVENUE AS OF 6-30-25

	ACTUAL YTD	TOTAL BUDGET	REMAINING BUDGET
WATER FUND			
Water Volume Charge	5,518,884.10	5,458,125.00	(60,759.10)
Water Service Connection	351,661.00	335,000.00	(16,661.00)
Meter Placement Charge	10,130.00	3,000.00	(7,130.00)
Backflow Inspection Charge	121,945.27	108,000.00	(13,945.27)
Water DECAP Charge	1,119,310.69	1,122,520.00	3,209.31
Other Operating Reimb.	78,029.29	150,000.00	71,970.71
	7,199,960.35	7,176,645.00	(23,315.35)
WASTEWATER FUND			
Sewer Volume Charge	6,459,951.60	6,504,750.00	44,798.40
Sewer Service Connection	800.00	0.00	(800.00)
Sewer Tap / Step Unit	167,307.27	60,000.00	(107,307.27)
Sewer Service Inspection	23,582.00	27,000.00	3,418.00
Sewer Reconnect	0.00	0.00	0.00
Sewer DECAP Charge	2,278,808.88	2,254,620.00	(24,188.88)
Other Operating Reimb.	76,371.06	80,000.00	3,628.94
	9,006,820.81	8,926,370.00	(80,450.81)
BILLING & COLLECTION			
Customer Charge	2,282,994.13	2,196,000.00	(86,994.13)
Service Charge	117,086.16	115,000.00	(2,086.16)
Reconnect Charge	33,990.00	45,000.00	11,010.00
Late Payment Processing	72,090.83	65,000.00	(7,090.83)
Returned Check Fees	13,650.00	10,000.00	(3,650.00)
	2,519,811.12	2,431,000.00	(88,811.12)
GENERAL ADMINISTRATION			
Interest Income	553,083.78	795,000.00	241,916.22
Discounts Earned	287.19	1,000.00	712.81
Finance Charge	0.00	500.00	500.00
Unrealized Gain/Loss on Investments	552,614.41	0.00	(552,614.41)
Credit Card Charges	(192,133.00)	(170,000.00)	22,133.00
Service Line Protection	343,835.00	310,000.00	(33,835.00)
Miscellaneous Income	205,738.48	125,000.00	(80,738.48)
	1,463,425.86	1,061,500.00	(401,925.86)
ENGINEERING			
Engineering Income	91,999.48	104,000.00	12,000.52
TOTAL OPERATING REVENUES	<u>20,282,017.62</u>	<u>19,699,515.00</u>	<u>(582,502.62)</u>

	ACTUAL YTD	TOTAL BUDGET	REMAINING BUDGET
RESTRICTED INCOME			
Availability Charge - Water	1,574,675.84	1,565,620.00	(9,055.84)
Availability Charge - Sewer	1,672,027.03	1,499,535.00	(172,492.03)
Water & Sewer Assessments	307,457.27	400,000.00	92,542.73
Interest Income	35,940.88	5,000.00	(30,940.88)
Demand Charge - Water	99,691.20	120,000.00	20,308.80
Demand Charge - Sewer	156,947.41	155,000.00	(1,947.41)
	3,846,739.63	3,745,155.00	(101,584.63)
TOTAL REVENUES	24,128,757.25	23,444,670.00	(684,087.25)

GEORGETOWN COUNTY WATER & SEWER DISTRICT
BUDGETED EXPENSES
FOR PERIOD ENDING 6-30-25

	ACTUAL YTD	TOTAL BUDGET	REMAINING BUDGET
PERSONNEL SERVICES			
Salaries & Wages - Regular	5,042,740.15	5,138,388.00	95,647.85
Salaries & Wages - Overtime	157,905.89	135,000.00	(22,905.89)
FICA Tax Expense	389,253.34	411,735.00	22,481.66
Health Insurance	992,028.61	942,713.00	(49,315.61)
Retirement	970,535.88	998,092.00	27,556.12
Workman's Compensation	56,702.75	57,000.00	297.25
Other Payroll Expenses	184,645.29	235,185.00	50,539.71
TOTAL PERSONNEL SERVICES	7,793,811.91	7,918,113.00	124,301.09
CONTRACTUAL SERVICES			
Rents & Leases - Vehicles	11,240.41	7,200.00	(4,040.41)
Rents & Leases - Other Equip.	49,300.09	53,092.00	3,791.91
Utilities	1,379,085.81	1,492,775.00	113,689.19
Sewer Service Charges	779,772.49	661,417.00	(118,355.49)
Telephone & Commun. Lines	134,558.97	160,900.00	26,341.03
Insurance - Operations	341,550.72	338,000.00	(3,550.72)
Professional Services - Legal	22,222.29	40,000.00	17,777.71
Professional Services - Consultants	0.00	45,000.00	45,000.00
Professional Services - Other	122,915.93	84,450.00	(38,465.93)
Employee Uniforms	15,790.71	22,735.00	6,944.29
Service & Maint. Contracts	924,824.27	1,054,930.00	130,105.73
TOTAL CONTRACTUAL SERVICES	3,781,261.69	3,960,499.00	179,237.31
SUPPLIES and MATERIALS			
Operating Supplies & Material	227,104.60	209,123.00	(17,981.60)
Water Purchased for Resale	508,918.05	462,540.00	(46,378.05)
Auto Supplies	177,093.76	245,425.00	68,331.24
Printing & Office Supplies	63,013.42	70,176.00	7,162.58
Lab Treatment Supplies & Mat.	1,221,348.82	1,165,417.00	(55,931.82)
TOTAL SUPPLIES and MATERIALS	2,197,478.65	2,152,681.00	(44,797.65)
MAINTENANCE and REPAIR			
Maint & Repair-Bldgs & Ground	134,419.06	78,000.00	(56,419.06)
Maint & Repair-Facilities	1,179,535.80	1,287,094.00	107,558.20
Maint & Repair-Equipment	305,775.68	160,790.00	(144,985.68)
Maint & Repair-Vehicles	189,214.88	151,378.00	(37,836.88)
TOTAL MAINTENANCE and REPAIR	1,808,945.42	1,677,262.00	(131,683.42)

	ACTUAL YTD	TOTAL BUDGET	REMAINING BUDGET
BUSINESS and TRAVEL EXPENSE			
Travel Expense	23,347.58	34,800.00	11,452.42
Private Vehicle Expense	9,901.73	7,471.00	(2,430.73)
Postage & Delivery	139,570.76	112,395.00	(27,175.76)
Employee Training	34,500.39	41,730.00	7,229.61
Memberships & Meetings	48,361.11	41,233.00	(7,128.11)
Board Member Per Diem	9,195.00	10,000.00	805.00
Prof. Books & Periodicals	0.00	3,150.00	3,150.00
Public Information	3,094.39	12,300.00	9,205.61
Miscellaneous Expenses	115,268.41	117,550.00	2,281.59
TOTAL BUSINESS and TRAVEL EXP	383,239.37	380,629.00	(2,610.37)
CAPITAL OUTLAY			
Land & Land Improvements	0.00	0.00	0.00
Bldg. & Fixed Equipment	0.00	0.00	0.00
Automotive Equipment	9,482.80	250,000.00	240,517.20
Operational & Constr. Equip.	352,888.90	319,100.00	(33,788.90)
Furniture & Fixtures	42,892.99	41,200.00	(1,692.99)
Construction Material	486,984.21	230,173.00	(256,811.21)
Internally Financed Equipment	0.00	120,000.00	120,000.00
TOTAL CAPITAL OUTLAY	892,248.90	960,473.00	68,224.10
MISCELLANEOUS			
Contingency	0.00	275,000.00	275,000.00
Deprec. & Capital Replacement	3,420,484.05	3,377,140.00	(43,344.05)
Bad Debts	0.00	5,000.00	5,000.00
Miscellaneous Other	(111,072.00)	0.00	111,072.00
TOTAL MISCELLANEOUS	3,309,412.05	3,657,140.00	347,727.95
TOTAL OPERATING EXPENSES	20,166,397.99	20,706,797.00	540,399.01
DEBT SERVICE			
Bond & Interest Payments	2,974,055.31	2,932,273.00	(41,782.31)
Transfers from Impact Fee Funds	(192,400.00)	(194,400.00)	(2,000.00)
TOTAL DEBT SERVICE	2,781,655.31	2,737,873.00	(43,782.31)
TOTAL EXPENSES	22,948,053.30	23,444,670.00	496,616.70

GEORGETOWN COUNTY WATER & SEWER DISTRICT
CASH and SHORT TERM INVESTMENTS

	5/31/2025	6/30/2025
NON-RESTRICTED ACCOUNTS		
Operation & Maintenance Account	13,760,912.28	13,807,192.63
Customer Deposits	364,780.00	365,258.00
Cash on Hand	2,100.00	2,100.00
TOTAL NON-RESTRICTED	14,127,792.28	14,174,550.63
RESTRICTED ACCOUNTS		
Plantersville Sewer Assessments	83,599.94	38,121.73
South Causeway Sewer Assessments	470,432.76	404,605.78
North Causeway Sewer Assessments	126,922.96	111,651.42
Apache Water Assessments	49,677.60	36,244.81
Brock Road Sewer Assessments	(3,671.45)	(25,959.90)
Pleasant Hill Water Assessments	751,021.99	674,718.51
Beaumont Drive Water Assessments	86,282.18	77,375.38
Cherokee Drive Water Assessments	66,938.45	51,834.60
Commanche Assessments	12,197.97	5,966.28
Pawleys S. Comm. Sewer Assessments	38,425.42	38,511.50
Waverly Mills Sewer Assessments	0.00	792.72
M.L. King Sewer Assessments	56,147.14	48,750.90
2015 Refund Bond & Int. Redempt. Fund	269,877.88	399,507.55
1989 & 98 Refund Bond & Int. Redemp.	89,812.78	150,182.44
2011A SRF Bond & Int. Redemp. Fund	69,537.98	27,722.16
2011B SRF Bond & Int. Redemp. Fund	41,214.53	18,186.76
2020 SRF Bond & Int. Redemp. Fund	19,950.89	35,150.89
Economic Dev. Grant Matching Funds	500,000.00	500,000.00
FmHA Bond Cushion Funds	150,084.00	150,084.00
Depreciation & Capital Replacement	6,034,838.28	5,954,772.28
Contingency Fund	1,172,234.00	1,172,234.00
Utilities Relocation Fund	2,159,380.69	2,159,380.69
Rural Line Extension Fund	1,211,226.41	1,215,393.08
Reservation Fees	201,409.80	201,409.80
Good Neighbor Contributions	45,165.40	44,864.72
Marco - North Causeway Performance Deposit	167,400.00	167,400.00
Harmony Community Impact Fees	31,360.00	31,360.00
Water Impact Fees	(725,024.30)	(1,597,271.49) *
Sewer Impact Fees	3,880,448.57	3,785,315.01 *
TOTAL RESTRICTED	17,056,891.87	15,878,305.62
CONSTRUCTION ACCOUNTS		
No Active Projects	0.00	0.00
	0.00	0.00
TOTAL CASH and SHORT TERM INVESTMENTS	31,184,684.15	30,052,856.25

	JUNE '25	CURRENT YR. FY2025 Y-T-D	LAST YEAR FY2024 Y-T-D
*IMPACT FEES COLLECTED			
Water Impact Fees	27,000.00	335,556.40	391,774.00
Sewer Impact Fees	12,924.00	443,006.00	427,450.20
	39,924.00	778,562.40	819,224.20

F/Y 2025 CUSTOMERS and R.E.U.s

# CUSTOMERS	GTN.	W.N.	G.C.	TOTAL
BEG. of YEAR	7,245	18,387	600	26,232
JULY	7,272	18,409	600	26,281
AUGUST	7,297	18,439	600	26,336
SEPTEMBER	7,300	18,460	599	26,359
OCTOBER	7,304	18,476	599	26,379
NOVEMBER	7,316	18,501	599	26,416
DECEMBER	7,336	18,514	599	26,449
JANUARY	7,349	18,513	599	26,461
FEBRUARY	7,358	18,522	600	26,480
MARCH	7,365	18,537	598	26,500
APRIL	7,361	18,573	598	26,532
MAY	7,383	18,605	599	26,587
JUNE	7,396	18,657	599	26,652

# R.E.U.	GTN.	W.N.	G.C.	TOTAL
WATER				
BEG. of YEAR	6,254	27,978	929	35,161
JULY	6,277	27,982	925	35,184
AUGUST	6,297	27,984	930	35,211
SEPTEMBER	6,197	27,863	901	34,961
OCTOBER	6,205	27,882	903	34,990
NOVEMBER	6,214	27,940	903	35,057
DECEMBER	6,208	27,948	903	35,059
JANUARY	6,223	27,903	903	35,029
FEBRUARY	6,248	27,942	903	35,093
MARCH	6,250	27,933	902	35,085
APRIL	6,256	27,975	900	35,131
MAY	6,253	27,996	903	35,152
JUNE	6,276	28,078	900	35,254

WASTEWATER	GTN.	W.N.	TOTAL
BEG. of YEAR	5,604	24,082	29,686
JULY	5,611	24,083	29,694
AUGUST	5,595	24,086	29,681
SEPTEMBER	6,032	23,890	29,922
OCTOBER	6,027	23,912	29,939
NOVEMBER	6,032	23,949	29,981
DECEMBER	6,041	23,962	30,003
JANUARY	6,055	23,910	29,965
FEBRUARY	6,055	23,957	30,012
MARCH	6,051	23,934	29,985
APRIL	6,055	23,959	30,014
MAY	6,068	23,981	30,049
JUNE	6,084	24,020	30,104

JUNE 2025 INVESTMENTS

BANK ACCOUNTS

18,325,374.22	LGIP	4.4692%
4,115,179.47	TD Bank	2.07%
<u>8,866,521.04</u>	TD Bank Investments	1.04 to 2.64%
31,307,074.73		

BANK of NEW YORK - MELLON TRUST CO.

27,722.16	2011A SRF B&I Redemption
18,186.76	2011B SRF B&I Redemption
35,150.89	2020 SRF B&I Redemption
<u>399,507.55</u>	Series 2015 Refund DS Fund
480,567.36	

<u><u>\$31,787,642.09</u></u>	TOTAL INVESTMENTS and INTEREST BEARING ACCOUNTS
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GOOD NEIGHBOR CONTRIBUTIONS

JUNE '25

BALANCE

\$44,864.72

	CUSTOMER CONTRIBUTIONS	DISBURSEMENTS TO CUSTOMERS	
F/Y 2000	11,324.13	13,054.26	
F/Y 2001	11,745.16	7,085.01	
F/Y 2002	10,846.32	17,157.74	
F/Y 2003	10,547.00	8,317.78	
F/Y 2004	10,782.00	11,001.00	
F/Y 2005	10,738.50	12,577.95	
F/Y 2006	10,246.00	13,948.67	
F/Y 2007	11,343.00	17,095.99	
F/Y 2008	10,917.00	12,830.61	
F/Y 2009	20,453.00	13,291.20	
F/Y 2010	12,788.00	18,447.40	
F/Y 2011	13,889.50	11,934.16	
F/Y 2012	15,370.82	7,783.46	
F/Y 2013	13,974.00	4,037.73	
F/Y 2014	15,339.95	8,612.84	
F/Y 2015	13,610.00	8,549.12	
F/Y 2016	12,974.00	9,146.18	
F/Y 2017	12,405.00	6,517.17	
F/Y 2018	11,718.00	5,779.72	
F/Y 2019	10,764.00	6,048.17	
F/Y 2020	11,158.00	12,333.66	
F/Y 2021	9,045.00	22,927.42	
F/Y 2022	8,657.13	13,270.56	
F/Y 2023	8,340.00	12,157.64	
F/Y 2024	8,222.00	3,744.31	
F/Y 2025			REFERRALS/ APPROVED
JULY	671.00	187.07	3 / 1
AUGUST	651.00	174.90	2 / 3
SEPTEMBER	652.00	318.62	7 / 3
OCTOBER	650.00	1,004.84	5 / 6
NOVEMBER	652.00	566.93	1 / 5
DECEMBER	645.00	446.84	3 / 4
JANUARY	645.00	150.00	10 / 1
FEBRUARY	645.00	1,203.60	11 / 11
MARCH	644.00	1,534.15	4 / 12
APRIL	644.00	557.49	4 / 6
MAY	673.00	291.63	10 / 4
JUNE	643.00	1,043.96	9 / 11
F/Y '25 Y-T-D	7,815.00	7,480.03	

Variance Analysis June-25

Revenue Variances - Favorable

	<u>Actual YTD</u>	<u>Budget YTD</u>	<u>Last Year (Actual)</u>	<u>Variance (Budget to Actual)</u>
Water Volume Charge	5,518,884	5,458,125	5,246,910	60,759
Sewer Volume Charge	6,459,952	6,504,750	6,162,439	(44,798)

	<u>Actual YTD</u>	<u>Budget YTD</u>	<u>Last Year (Actual)</u>	<u>Variance (Budget to Actual)</u>
Unrealized Gain/Loss on Investments	552,614	-	506,552	552,614

This account is the change in market value of investments held by the District. \$335,000 of this balance is interest income received from US Treasury Notes and will be reclassified to interest income.

Revenue Variances - Unfavorable

	<u>Actual YTD</u>	<u>Budget YTD</u>	<u>Last Year (Actual)</u>	<u>Variance (Budget to Actual)</u>
Interest Income	553,084	795,000	444,547	(241,916)

Interest Income is budgeted based on cash balances and the anticipated average market interest rate. The variance turns positive following the transfer of \$335,000 from Unrealized Gain/Loss on investments.

Variance Analysis June-25

Expense Variances - Unfavorable

	Actual YTD	Budget YTD	Last Year (Actual)	Variance (Budget to Actual)
Health Insurance	992,029	942,713	930,778	(49,316)

Premiums increased despite a favorable experience rating change in January. Employee elections impact projections.

	Actual YTD	Budget YTD	Last Year (Actual)	Variance (Budget to Actual)
Maint & Repair-Bldgs & Ground	134,419	71,500	44,075	(62,919)
Maint & Repair-Facilities	1,179,536	1,287,094	1,357,512	107,558
Maint & Repair-Equipment	305,776	147,391	237,863	(158,385)

Maint & Repair-Bldgs & Ground account is for repairs and improvements to the District offices. \$27,050 was budgeted in Decap and will be reclassified. The remaining variance is primarily from necessary HVAC replacements.

Maint & Repair-Facilities is impacted by emergency repairs. While the District budget anticipates these types of repairs, the costs from year to year vary widely.

Maint & Repair-Equipment - During the month of May, emergency repairs were necessary at the MIWWTP following a lightning strike. Insurance reimbursements are expected in FY26.

Expense Variances - Favorable

	Actual YTD	Budget YTD	Last Year (Actual)	Variance (Budget to Actual)
Contingency	-	275,000	930,778	275,000

Circumstances in FY2025 did not necessitate the use of contingency.

	Actual YTD	Budget YTD	Last Year (Actual)	Variance (Budget to Actual)
Automotive Equipment	9,482	250,000	36,553	240,518

Vehicle fleet is in good condition. Management elected to delay routine replacements until FY2026.