



Brunswick-Glynn County Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Wednesday, March 16, 2022 3:00 PM
Commission Meeting Room

FINANCE COMMITTEE AGENDA

COMMITTEE MEMBERS:

Finance Chairman Bob Duncan
Commissioner Chuck Cook
Commissioner Tripp Stephens
Executive Director Andrew Burroughs

PUBLIC COMMENT PERIOD

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

APPROVAL

- 1. Liability and Property Insurance Renewal – F. McGinty, McGinty Gordon Associates**
[REPORT](#)
- 2. Minutes from February 16, 2022 Finance Committee Meeting (subject to any necessary changes)**
[REPORT](#)
- 3. Declaration of WPD-100 as Surplus Vehicle – A. Burroughs** [REPORT](#)
- 4. Appointment of Auditor for FY2022 Audit – L. Roberts** [REPORT](#)
- 5. Capital Improvement Fee – Connection Assistance Policy – A. Burroughs** [REPORT](#)

DISCUSSION

- 1. Presentation – DRAFT of Fiscal Year 2023 Annual Budget – A. Burroughs** [REPORT](#)
- 2. Financial Statements Month End February 28, 2022 – F. Wilson** [REPORT](#)

MEETING ADJOURNED

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



**Brunswick-Glynn Joint Water & Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Commission Meeting Room
Wednesday, March 16, 2022 at 3:00 PM**

FINANCE COMMITTEE MINUTES

MEMBERS PRESENT: **Bob Duncan, Committee Chairman
Charles Cook, Commissioner
Tripp Stephens, Commissioner
Andrew Burroughs, Executive Director**

ALSO PRESENT: **Ben Turnipseed, Commission Chairman
Frances Wilson, Accounting Manager
Charlie Dorminy, Legal Counsel
Janice Meridith, Executive Commission Administrator**

Committee Chairman Duncan called the meeting to order at 3:00 PM.

PUBLIC COMMENT PERIOD

Chairman Duncan opened the Public Comment Period.

There being no citizens that wished to address the Committee, Committee Chairman Duncan closed the Public Comment Period.

APPROVAL

1. Liability and Property Insurance Renewal – Fred McGinty, McGinty Gordon Associates
Mr. Fred McGinty with McGinty Gordon Associates presented the liability and property insurance annual renewal to the Finance Committee for their consideration. He recalled for the committee that JWSC was successful in avoiding increases in the previous year's renewal, and then provided that the current market is not good due to weather, other damages, fires, etc. A review of the insured values, policy coverages, deductibles and claims processed was conducted to make any changes that would be advantageous from either a risk or cost perspective for each category coverage. McGinty Gordon & Associates conducted the proposal process and received premium quotes for all coverage categories. After successful negotiations, the current insurers offered the best rates so no changes in insurers for the different coverages will be needed. The increases in each of the coverages (Liability Package, Crime, Cyber Liability, Property, and Equipment Floater) averaged an overall increase of 14.8% from last year's premiums. Mr. McGinty suggested to the committee that JWSC consider obtaining a new replacement cost estimate either from CBIZ, used by JWSC in 2015, or another company for future negotiations on property and liability insurance coverages.

Commissioner Cook made a motion seconded by Commissioner Stephens to move that the Finance Committee recommend that the full Commission approve insurance renewal rates for each coverage category and insurer as listed in the attached memo provided by staff. Motion carried 3-0-0.

2. Minutes from the March 16, 2022 Finance Committee Meeting

Commissioner Cook made a motion seconded by Commissioner Stephens to approve the minutes from the March 16, 2022 Finance Committee Meeting. Motion carried 2-0-1. (Commissioner Stephens abstained due to his absence from that meeting.)

3. Declaration of WPD-100 as Surplus Vehicle – A. Burroughs

Mr. Burroughs presented the request by staff to declare WPD-100 as a surplus vehicle. This 2005 Ford Explorer has transmission issues and approximately 160,000 miles on it. A replacement fleet vehicle was purchased and is now in service as per the FY2022 budget. The surplus 2005 Ford Explorer will be placed for sale on GovDeals.

Commissioner Stephens made a motion seconded by Commissioner Cook to move that the Finance Committee recommend that the Brunswick-Glynn Joint Water and Sewer Commission approve the above listed item as surplus to be disposed of in a manner most beneficial to the JWSC. Motion carried 3-0-0.

4. Appointment of Auditor for FY2022 Audit – A. Burroughs

Mr. Burroughs provided to the committee that the JWSC issued a request for proposal for Auditing Services and the firm of Mauldin & Jenkins was selected for the initial year ended June 30, 2021 with two option years. The fiscal year ending June 30, 2023 is the final option year. The quoted cost for each of these three years is \$19,900.00 per year.

Commissioner Stephens made a motion seconded by Commissioner Cook to move that the Finance Committee recommend to the full Commission that JWSC engage the accounting firm of Mauldin & Jenkins to perform the financial audit of the Brunswick-Glynn Joint Water and Sewer Commission for the fiscal year ending June 30, 2022 at a cost of nineteen thousand nine hundred (\$19,900.00) dollars. Motion carried 3-0-0.

5. Capital Improvement Fee – Connection Assistance Policy – A. Burroughs

Mr. Burroughs presented staff's recommendation to approve a Connection Assistance Policy to the committee. He explained that the purpose of this policy is to assist potential customers with affordability of connecting to the public water and/ or sewer systems. This assistance would be available to residents and businesses with existing structures that have failing private wells and/or septic systems. Mr. Burroughs noted that JWSC would like to allow these existing homes and businesses to connect to the system without placing a cash outlay that would be burdensome to the customer base. The JWSC would allow customers to pay monthly installments towards the total cost of the Capital Improvement Fee and operational fees associated with new accounts. Financing charges increase as the years financed increases to offset increased administrative costs associated with maintaining these agreements. If approved, this Connection Assistance Policy would ideally become part of the annual Rate Resolution and reviewed annually for current market conditions. While financing through JWSC, a lien is also placed on the property, and the monthly payments are included in the water and sewer bill. The customer does still have to pay a contractor to run lines to the home/building, pay the required new account deposit, and pay any other associated fees. The committee discussed various concerns such as limiting the terms of the loans, interest rates, researching other options, and the full impact on JWSC. The committee decided to defer this item until the April 2022 meeting.

Commissioner Duncan made a motion seconded by Commissioner Stephens to defer this item until the April meeting. Motion carried 3-0-0.

DISCUSSION

1. Presentation – DRAFT of Fiscal Year 2023 Annual Budget – A. Burroughs

Mr. Burroughs gave a thorough presentation on the Proposed Fiscal Year 2023 Annual Budget. He provided visuals on the monitors as well as the detailed draft of the budgeted revenues and expenses for each line item within each division. It was noted that this balanced budget supports the goals of the Commission and maintains customer affordability. Mr. Burroughs added that the proposed budget is an increase in expenses from the previous year which is mainly due to increased material costs across the board. As a result, this year’s proposed annual budget will include a water usage rate adjustment to be presented at the April meeting based upon feedback from this presentation. The current plan is to only increase the usage rates on the blocks of usage above 6,000 gallons per month. Mr. Burroughs highlighted the budget process, and then provided that the Budget Team worked diligently in preparation of this proposed budget that will further the five key strategic areas identified in the 2019 Strategic Business Plan. Those five areas are:

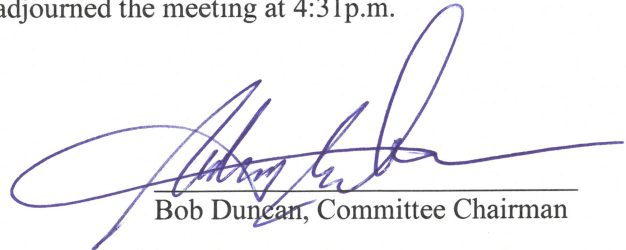
- 1. Environmental Compliance
- 2. Responsible Decision Making
- 3. Being a Community Resource
- 4. Workforce Development
- 5. Customer Service

2. Financial Statement Month End February 28, 2022 – F. Wilson

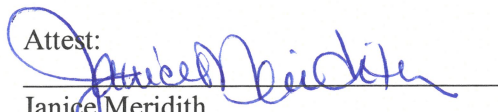
Mrs. Wilson presented the financial statement for the month ending February 28, 2022. She reviewed the Balance Sheet with the Committee noting that this is a strong balance sheet. She briefly explained the Prepaid Expense, Fixed Assets, and Unearned Revenue accounts. She also highlighted details on the Summary of Revenues and Summary of Expenses. Mrs. Wilson also briefly reviewed line items on the Cash Balances and the Project Report, as well as providing an update on Investments.

Committee Chairman Duncan asked if there were any other items to discuss.

There being no further business, Chairman Duncan adjourned the meeting at 4:31p.m.



Bob Duncan, Committee Chairman

Attest:


Janice Meridith,
Executive Commission Administrator



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: JWSC Finance Committee
From: Andrew Burroughs, Executive Director / Fred McGinty, McGinty-Gordon & Associates
Date: March 16, 2022
Re: Approval - Liability, Crime, Cyber Liability, Property and Equipment Floater Insurance Plan Renewal

Background

JWSC's annual renewal date for liability and property insurance is March 15th. McGinty-Gordon & Associates provides brokerage services for the various liability and property coverage categories.

Staff Report

A review of the insured values, policy coverages, deductibles and claims processed has been conducted to make any changes that would be more advantageous from either a risk or cost perspective for each coverage category. No recommendations for changes in coverage have been made as a result of this year's review.

McGinty-Gordon & Associates, has conducted the proposal process and received premium quotes for all coverage categories. Approximately (30) different insurers were invited to participate in the property quote process. After successful negotiations, the current insurers offered the best rates so no changes in the insurers for the different coverages will be needed.

A detailed listing of all proposed premiums, carriers, limits, and deductibles is attached for your review. A summary table that compares premium increases by coverage type in both dollars and percent is listed below:

Coverage Type	Insurer	2021-2022 Premium	2022-2023 Premium	Increase over 2021-2022 Dollars	Increase over 2021-2022 Percentage
Liability Package	Traveler's	\$ 97,631	\$ 106,863	\$ 9,232	9.5%
Crime	Hanover	\$ 4,027	\$ 4,228	\$ 201	5%
Cyber Liability	BCS	\$ 6,878	\$ 10,606	\$ 3,728	54.2%
Property	Ace American	\$ 261,030	\$ 303,780	\$ 42,750	16.4%
Equipment Floater	Traveler's	\$ 13,447	\$ 14,213	\$ 766	5.7%
	Grand Total	\$ 383,013	\$ 439,690	\$ 56,677	14.8%

Cyber Liability pricing is up 54% from last year with an increase of \$3,728.00 to the premium. This is in line with what is happening in cyber liability insurance particularly for public sector entities with increases from 40% to 100%. This is driven by skyrocketing frequency and severity in loss experience driven primarily by ransomware events. A number of insurers have pulled out completely for public sector accounts. Last year, JWSC added Cyber Terrorism and Cyber Concierge coverage to provide pre-breach and post-breach support to the existing Cyber Deception/Social Engineering coverage in the event that a cyber-attack occurs.

Property insurance pricing in general has been increasing over the past (18) months due to adverse results industry wide over the past several years due to increased storm and fire losses for property insurers and increasing claim costs for liability insurers.

For property renewals, increases of 15% to 50% for larger coastal property accounts have unfortunately been the norm for the past several months. The JWSC's property premium increase of 16.4% is on the low end of the range of property premiums that have been seen this year. The increase in premium equals \$42,750.00

The Liability premium which includes General Liability, Automobile, Physical Damage, Public Officials Liability, and Employment Practices Liability rose 9.5%. This increase in premium is \$9,232.00

The Crime coverage premium saw both the smallest percentage and dollar increase at 5% and \$201.00, respectively.

The Equipment Floater increase saw an increase of 5.7%. which equaled a dollar increase of \$766.00.

Recommended Action

Staff recommends that JWSC move forward with coverage for each type by insurer as listed in the table above.

Recommended Motion

"I move that the Finance Committee recommend that the full Commission approve insurance renewal rates for each coverage category and insurer as listed in the attached memo provided by staff."

Enclosures

Summary Document – All coverages
Cyber Liability Comparison

**Brunswick-Glynn County Water Sewer Commission
Travelers 2022-23 Premium Summary**

COVERAGE Effective 3/15/2022	2021-22 Expiring	2022-23 PROPOSED	PROPOSED CARRIER	EXPIRING LIMITS	PROPOSED LIMITS		EXPIRING DEDUCTIBLE	RENEWAL DEDUCTIBLE
General Liability (Occurrence)	\$19,025	\$21,396	Travelers (A+-XV)	\$1,000,000/\$2,000,000	\$1,000,000/\$2,000,000	Annual Aggregate	None	None
				\$1,000,000	\$1,000,000	Each Occurrence	None	None
				\$1,000,000	\$1,000,000	Personal & Adv. Injury	None	None
				No Coverage	No Coverage	Medical Payments	None	None
				\$500,000	\$500,000	Fire Damage	None	None
Failure to Supply	Included	Included		\$1,000,000	\$1,000,000	Failure to Supply	None	None
Sewage Back-UP Limit	Included	Included		\$1,000,000	\$1,000,000	Failure to Supply	None	None
Employee Benefits Liability (Claims-Made - 3/15/20)	\$381	\$381	Travelers (A+-XV)	\$1,000,000	\$1,000,000	Each Occurrence	\$1,000	\$1,000
				\$3,000,000	\$3,000,000	Aggregate		
Terrorism	Included	Included						
Automobile	\$44,683	\$47,316	Travelers (A+-XV)	\$1,000,000	\$1,000,000	Liability Limit	None	None
Uninsured Motorist	Included	Included		\$75,000	\$75,000	Uninsured Motorist	None	None
Medical Payments	Included	Included		\$1,000	\$1,000		None	None
Physical Damage	\$14,428	\$16,507	Travelers (A+-XV)	ACV	ACV	Comp/Coll	\$1,000	\$1,000
Hired Physical Damage	Included	Included		\$50,000	\$50,000	Comp/Coll	\$1,000	\$1,000
Public Officials Liability (Claims-Made)	\$3,069	\$3,069	Travelers (A+-XV)	\$1,000,000	\$1,000,000	Each Occurrence	\$5,000	\$5,000
Retro Date: 03/15/1996				\$2,000,000	\$2,000,000	Annual Aggregate		
Employment Practices Liability	\$10,244	\$11,993		\$1,000,000 / 2,000,000	\$1,000,000 / 2,000,000	Occurrence/Aggregate	\$5,000	\$5,000
Umbrella	\$5,801	\$6,201	Travelers (A+-XV)	\$1,000,000	\$1,000,000	Per Occurrence / Aggregate	\$10,000	\$10,000
Terrorism	Included	Included						
Policy and Engineering Fees	None	None						
Liability Package Total Premium	\$97,631	\$106,863						
% change		109.5%						
Crime	\$4,027	\$4,228	Hanover (A+-XV)	\$1,000,000	\$1,000,000	Per Occurrence / Aggregate	\$5,000	\$5,000
% change		105.0%						
Cyber Liability	\$5,965	\$9,321	BCS Insurance Company	\$1,000,000	\$1,000,000	Per Occurrence / Aggregate	\$10,000	\$10,000
Optional Cyber Deception/Social Engineering	\$597	\$932	BCS Insurance Company	\$250,000	\$250,000		\$10,000	\$10,000
Cyber Terrorism (if elected - 1% of total premium)	\$66	\$103						
Cyber Concierge Fee	\$250	\$250						
Cyber Total	\$6,878	\$10,606						
% change		154.2%						
Property (Current Insurer)	\$261,030	\$303,780	Ace American Ins Company	\$10,000,000	\$10,000,000	Per Occurrence	\$25,000	\$25,000
% change		116.4%		\$10,000,000	\$10,000,000	Earthquake Per Occurrence	\$100,000	\$100,000
				5,000,000.00	5,000,000.00	Flood Zones A&V Annual Aggregate	\$1,000,000	\$1,000,000
				\$10,000,000	\$10,000,000	Named Windstorm Annual Aggregate	2% \$100,000 min	2% \$100,000 min
Equipment Floater	13,447	14,213	Travelers	\$2,095,883	\$2,095,883	Per Scheduled Equipment	\$5,000	\$5,000
% change		105.7%						
Difference				% change				
Grand Total	\$383,013	\$439,690						

This sheet is designed as a summary of insurance for presentation purposes only. Actual terms and conditions are outlined in the policies and carrier proposals which are attached. Terms and conditions listed in the policies and proposals supercede the summaries list in this sheet. See additional conditions listed in the attached cover letter.



BCS Insurance Company
2 Mid America Plaza, Suite 200
Oakbrook Terrace, IL 60181
(312) 803-7384

(A stock insurance company, herein the "Company")

Policy No. RPS-Q-1025004M/1

Renewal of: RPS-P-0909321M

Cyber and Privacy Liability Insurance Policy

94.111 GA (07/19)

NOTICE: THE POLICY CONTAINS ONE OR MORE COVERAGES. CERTAIN COVERAGES ARE LIMITED TO LIABILITY FOR CLAIMS THAT ARE FIRST MADE AGAINST THE INSURED AND NOTIFIED TO US DURING THE POLICY PERIOD AS REQUIRED. CLAIMS EXPENSES SHALL REDUCE THE APPLICABLE LIMITS OF LIABILITY AND ARE SUBJECT TO THE APPLICABLE RETENTION (S). PLEASE READ THIS POLICY CAREFULLY.

POLICY DECLARATIONS – GEORGIA

ITEM 1.	NAMED INSURED	Brunswick-Glynn County Joint Water & Sewer Commission
	ADDRESS	700 Gloucester St , Brunswick, Georgia, 31520-7044
ITEM 2.	POLICY PERIOD	12 months
ITEM 3.	POLICY LIMITS OF LIABILITY AND COVERAGES PURCHASED	I. Aggregate Limit of Liability: \$1,000,000 (Aggregate for Each and Every Claim or Event including Claims Expenses) II. Sublimit of Liability for Individual Coverage(s) Purchased: \$1,000,000 "Nil" or "N/A" Sublimit of Liability for any coverage indicates that the coverage was not purchased

COVERAGE	PER CLAIM SUBLIMIT OF LIABILITY INCLUDES CLAIM EXPENSES	AGGREGATE SUBLIMIT OF LIABILITY
A. Privacy Liability (including Employee Privacy)	\$1,000,000	\$1,000,000
B. Privacy Regulatory Claims Coverage	\$1,000,000	\$1,000,000
C. Security Breach Response Coverage	\$1,000,000	None
D. Security Liability	\$1,000,000	\$1,000,000
E. Multimedia Liability	\$1,000,000	\$1,000,000
F. Cyber Extortion	\$1,000,000	None
G. Business Income and Digital Asset Restoration		
1. Business Income Loss	\$1,000,000	N/A



BCS Insurance Company
2 Mid America Plaza, Suite 200
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(312) 803-7384

2. Restoration Costs	\$1,000,000	N/A
3. Reputation Business Income Loss	\$1,000,000	N/A
4. Systems Integrity Restoration Loss *	\$250,000	N/A
H. PCI DSS Assessment	\$1,000,000	\$1,000,000
I. Electronic Fraud		
1. Phishing Loss	\$50,000	None
2. Services Fraud Loss	\$100,000	None
3. Reward Fund Loss	\$50,000	None
4. Personal Financial Loss	\$250,000	None
5. Corporate Identify Theft Loss	\$250,000	None
6. Telephone Hacking Loss	\$100,000	None
7. Direct Financial Loss (Funds Transfer Fraud)	\$100,000	None
8. Cyber Deception**	\$250,000	\$250,000

* e.g. bricking

** e.g. social engineering

III. Supplemental Limits

COVERAGE	SUBLIMIT OF LIABILITY
A. Court Attendance Costs	\$100,000
B. Bodily Injury / Property Damage Liability	\$250,000
C. TCPA	\$100,000
D. HIPAA Corrective Action Plan Costs	\$50,000
E. Post Breach Response	\$25,000
F. Independent Consultant	\$25,000
G. Outsourced Provider	\$250,000
H. Computer System	\$250,000

ITEM 4. RETENTION (including Claims Expenses):

COVERAGE	EACH CLAIM OR EVENT	AGGREGATE
A. Privacy Liability (including Employee Privacy)	\$10,000	\$10,000
B. Privacy Regulatory Claims Coverage	\$10,000	\$10,000
C. Security Breach Response Coverage	\$10,000	\$10,000
D. Security Liability	\$10,000	\$10,000



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E. Multimedia Liability	\$10,000	\$10,000
F. Cyber Extortion	\$10,000	\$10,000
G. Business Income and Digital Asset Restoration	\$10,000	\$10,000
H. PCI DSS Assessment	\$10,000	\$10,000
I. Electronic Fraud		
1. Phishing Loss	\$10,000	\$10,000
2. Services Fraud Loss	\$10,000	\$10,000
3. Reward Fund Loss	\$10,000	\$10,000
4. Personal Financial Loss	\$10,000	\$10,000
5. Corporate Identify Theft Loss	\$10,000	\$10,000
6. Telephone Hacking Loss	\$10,000	\$10,000
7. Direct Financial Loss (Funds Transfer Fraud)	\$10,000	\$10,000
8. Cyber Deception	\$10,000	None

ITEM 5. PREMIUM	\$9,321.00
CYBER DECEPTION PREMIUM:	\$932.00 (IF ELECTED)
TRIA PREMIUM:	\$103.00 (IF ELECTED IS 1% OF THE TOTAL PREMIUM)
TOTAL:	\$10,356.00

ITEM 6. TERRITORIAL LIMITS Worldwide

ITEM 7. RETROACTIVE DATE Full Prior Acts

ITEM 8. NOTICE OF CLAIM Call Baker Hostetler at the 24 Hour Security Breach Hotline: 1-855-217-5204
 Or email RPSCyberClaims@bakerlaw.com
 Or contact:
 BakerHostetler
 45 Rockefeller Plaza
 New York, NY 10111
 Attn: RPSCyberClaims

ITEM 9. SERVICE OF SUIT Risk Situated in California:
 Eileen Ridley
 FLWA Service Corp.
 c/o Foley & Lardner LLP
 555 California Street, Suite 1700, San Francisco, CA 94104-1520

Risks Situated in All Other States:



BCS Insurance Company
2 Mid America Plaza, Suite 200
Oakbrook Terrace, IL 60181
(312) 803-7384

Mendes & Mount
750 Seventh Avenue, New York, NY 10019

ITEM 10. CHOICE OF LAW Georgia

ITEM 11. WAITING PERIOD: 10 hrs waiting period

**FORMS AND ENDORSEMENTS
EFFECTIVE AT INCEPTION**

94.200 (07/19) CYBER AND PRIVACY LIABILITY POLICY FORM
Cyber Deception Endorsement (If elected)
94.102 (01 15) Nuclear Incident Exclusion
94.103 (01 15) Radioactive Contamination Exclusion
94.801 GA (07/19) Georgia Amendatory Endorsement
94.552 GA (11/19) War and Terrorism Endorsement

QUOTE CREATION DATE March 3, 2022

QUOTE EXPIRATION DATE May 2, 2022

Cyber Market Comparison



Coverages	BCS	Axis	Hiscox	CFC
<p>Policy form version: Each policy version and year has specific terms and conditions that apply. It is important to understand which policy you will be purchasing.</p>	94.200 (2019)	AXIS Pro® Privasure™ PVSR-101 (08-16)	Hiscox CYBERCLEAR Cyber Coverage Part CYBCL-CYB P0001A CW (10/19)	Cyber, Private Enterprise CFC-CY-0037 (11/19)
<p>Admitted policy: Admitted insurance carriers comply with each state's regulations and must file their rates with the state. Nonadmitted carriers are not licensed with the state but are allowed to transact business in the state. They do not have to file their rates and have more flexibility in the type of insurance/insureds they protect. Insureds purchasing nonadmitted insurance are also subject to the state's surplus lines taxes and fees.</p>	✓	✓	✓	✓
<p>Full prior acts: A retroactive date eliminates coverage for wrongful acts or security events (i.e., an unknown hack or an unknown breach of a security system) that took place prior to the date specified on the policy. Full prior acts eliminate this concern.</p>	✓	✓	✓	✓
<p>Single retention applies for each event regardless of the number of coverages: Even if a retention is shown for each insuring agreement, only one retention (the largest) will apply in case multiple insuring agreements are triggered in a cyber event.</p>	✓	✓	✓	✓
<p>Zero dollar retention for breach/incident response counsel (BRC): If the insured elects to use the carrier's BRC for help in a covered event, no retention will apply. If no additional costs are incurred, the BRC's cost will be paid by the carrier without any out-of-pocket costs to the insured.</p>	✓			✓
<p>Media liability coverage includes paper and electronic content: Coverage for libel, slander, plagiarism, privacy or misappropriation of ideas, infringement of copyright, domain name, trade dress, title or slogan in the course of publishing, displaying, releasing, transmitting, or disclosing any content.</p>	✓	Website media only.	Website and social media only. This represents a narrowing of coverage via the Digital Media Liability coverage part (automatically included).	✓

Coverages	BCS	Axis	Hiscox	CFC
<p>Cyber deception (social engineering) coverage available: Provides coverage in the event the insured transfers the insured's funds or the insured's property to a third party that is being impersonated by another (i.e., a hacker) in an attempt to defraud the insured.</p> <p>Note: Certain industry classes may be ineligible for social engineering/cyber deception.</p>	<p>✓</p> <p>\$100,000 or \$250,000 limits offered as options for purchase.</p>	<p>✓</p> <p>Automatically included \$100,000 sublimit. Does not cover property. Requires that the insured attempt to validate the request prior to sending funds.</p>	<p>✓</p> <p>\$100,000 sublimit offered as option for purchase as part of Cyber Crime coverage. Does not cover property.</p>	<p>✓</p> <p>Automatically include \$100,000 authorized push payment fraud for eligible classes of business (as part of Cyber Crime section—shared \$100,000 limit). \$250,000 limit option is available. Requires the insured has a funds transfer policy in place for Cyber Crime insuring clause to apply (requirement of employee training on the funds transfer policy, and the requirement to verify the validity of the request via contact information and a method that is different from the method the communication is received by).</p>
<p>Cyber deception (social engineering): Covers the loss of the insured's funds, as well as funds they hold on behalf of others.</p>	<p>✓</p>			<p>✓</p>
<p>Telecommunications fraud coverage included: Intentional misuse of the insured's telecommunication services (i.e., telephone, fax, data transmission services) by a third party that results in unauthorized charges and fees against the insured.</p>	<p>✓</p> <p>\$100,000 sublimit.</p>	<p>✓</p> <p>\$100,000 sublimit.</p>	<p>✓</p> <p>Included within utility fraud coverage. \$100,000 sublimit.</p>	<p>✓</p> <p>Automatically include \$100,000 Telephone Hacking for eligible classes of business (as part of Cyber Crime section—shared \$100,000 limit). \$250,000 limit option is available.</p>
<p>Full limits apply to payment card industry data security standard (PCI-DSS) assessment/merchant services liability: PCI-DSS is an information security standard for organizations that handle credit card transactions. Assessment coverage includes monetary fines and penalties, reimbursements, PFI fees/expenses, or fraud recoveries or assessments.</p>	<p>✓</p>	<p>✓</p> <p>Insured must validate PCI-DSS compliance not more than 12 months prior to the security event for coverage to apply.</p>	<p>✓</p>	<p>✓</p>
<p>Reputation business income/reputational harm loss included: Provides reimbursement for the loss of future customers and income due to a covered security breach event.</p>	<p>✓</p> <p>Full policy limits.</p>		<p>✓</p> <p>Full policy limits.</p>	<p>✓</p> <p>Full policy limits.</p>

Coverages	BCS	Axis	Hiscox	CFC
<p>Coverage granted for dependent/contingent business income resulting from IT service provider event: If a covered security event impacts a service provider that the insured is dependent upon (i.e., software as a service [SaaS] provider, cloud provider, etc.) and the insured loses revenue because of the service provider's security compromise that led to their network disruption, the policy can respond to claims for loss of income.</p>	<p>✓</p> <p>Full policy limits.</p>		<p>✓</p> <p>Full policy limits.</p>	<p>✓</p> <p>Full policy limits.</p>
<p>Network disruption (system failure) added as a trigger for business interruption coverage (eliminating requirement for security breach): Traditionally, in order for business interruption coverage to respond, there is a requirement that a security breach, cyber attack or similar form of intrusion on the insured's network takes place. Policies that broaden this trigger to include what is commonly known as system failure provide business interruption coverage when the disruption or outage of their computer system is caused by other unplanned means.</p>	<p>✓</p>		<p>✓</p>	<p>✓</p>
<p>IT service provider network disruption (system failure) included: This enhancement extends the network disruption or system failure coverage to provide business interruption coverage for the insured when the unplanned outage takes place on the computer system of a third-party IT service provider with whom the insured contracts.</p>	<p>✓</p> <p>Full policy limits.</p>		<p>✓</p> <p>Full policy limits.</p>	<p>✓</p> <p>Full policy limits.</p>
<p>Outsourced (non-IT) provider network disruption (system failure) included: This enhancement extends the network disruption or system failure coverage to provide business interruption coverage for the insured when the unplanned outage takes place on the computer system of an outsourced (non-IT services) provider with whom the insured contracts.</p>	<p>✓</p> <p>\$250,000 sublimit.</p>		<p>✓</p> <p>Does not cover supply chain providers.</p>	
<p>Funds transfer fraud included: This provides reimbursement coverage for the insured for the unauthorized transfer of their funds from their financial institution.</p>	<p>✓</p> <p>\$100,000 sublimit (all classes except financial institutions and title agents).</p>		<p>✓</p> <p>Included with Cyber Crime coverage. \$100,000 sublimit.</p>	<p>✓</p> <p>Automatically include \$100,000 Electronic Theft of your Financial Assets for eligible classes of business (as part of Cyber Crime section—shared \$100,000 limit). \$250,000 limit option is available.</p>
<p>Any one claim treatment for first-party coverages (not applicable to cyber deception or PCI-DSS assessment): Provides resetting limits for each and every claim with no aggregate limit per policy period for each applicable insuring agreement.</p>	<p>✓</p>			
<p>Aggregate retention in a policy period: Once the policy retention is satisfied, future claims in the policy period are no longer subject to a retention.</p>	<p>✓</p>			
<p>Voluntary and intentional shutdown: This expansion of the business interruption trigger provides coverage for the insured when they intentionally shut down their system to mitigate further damage from a security compromise (does not require carrier prior approval).</p>	<p>✓</p>		<p>✓</p> <p>Requires carrier preapproval.</p>	<p>✓</p> <p>Implicitly included as a reasonable step to mitigate further loss from a Cyber Event.</p>

Coverages	BCS	Axis	Hiscox	CFC
Phishing loss: Insured's inability to collect an unpaid receivable due to electronic impersonation of insured.	✓ \$50,000 sublimit.		✓ Included within Cyber Crime coverage (Reverse Social Engineering) \$100,000 sublimit.	✓ \$50,000 sublimit provided via the Customer Payment Fraud Extension Endorsement for either insured's loss or to reimburse their customers resulting from their loss, resulting from a Cyber Event discovered by the insured. Available for eligible classes of business only.
Services fraud loss: Coverage for the unauthorized use of the insured's computer system to mine cryptocurrencies (also known as cryptojacking), in addition to other unauthorized increased service charges from software as a service (SaaS), infrastructure as a service (IaaS), network as a service (NaaS) or IP telephony.	✓ \$100,000 sublimit.		✓ Included within Utility Fraud Coverage \$100,000 sublimit.	✓ Automatically include \$100,000 Unauthorized Use of Computer Resources (for increased electricity costs and cloud services billing from cryptojacking or botnetting) for eligible classes of business (as part of Cyber Crime section –shared \$100,000 limit). \$250,000 limit option is available.
Reward fund loss: Reimburses the insured for monies they pay for information that leads to the arrest and conviction of individuals associated with a covered event under the policy.	✓ \$50,000 sublimit.			
Personal financial loss of senior executives: Theft of money or other financial assets from a personal bank account, or the identity theft of the senior executive officer caused by a covered security breach.	✓ \$250,000 sublimit.			✓ Automatically include \$100,000 Personal Financial Loss for eligible classes of business (as part of Cyber Crime section –shared \$100,000 limit). \$250,000 limit option is available.
Corporate identity theft loss: Monetary or other financial asset loss from the fraudulent use of the insured's identity to establish credit, sign contracts or create websites designed to impersonate the insured.	✓ \$250,000 sublimit.			
Court attendance costs: Included in claims expenses.	✓ \$100,000 sublimit.		✓ \$10,000 sublimit (supplemental payments).	✓ Included via "Costs and Expenses" definition.
Bodily injury and property damage liability carve-back added to privacy liability and security liability (actual bodily injury beyond mental injury/emotional distress).	✓ \$250,000 sublimit.			

Coverages	BCS	Axis	Hiscox	CFC
Telephone Consumer Protection Act carve-back wording: Includes coverage for both claims expenses and damages.	✓ \$100,000 sublimit.			
HIPAA corrective action plan costs: Coverage for costs incurred by the insured to meet the requirements specified within a HIPAA corrective action plan resulting from a regulatory claim otherwise covered under the policy.	✓ \$50,000 sublimit.			
Post-breach response: Coverage under breach response costs that allows the insured to implement the revision of an incident response plan, the completion of a network security audit, an information security risk assessment or a security awareness training program implemented by members of the preapproved breach response team.	✓ \$25,000 sublimit.			✓ \$50,000 sublimit. For Post-Breach Remediation Costs subject to 10% max of all sums paid from a cyber event.
Independent consultant: Helps determine amount of business income loss.	✓ \$25,000 sublimit.			✓ \$25,000 sublimit via Claim Preparation Costs.
Coverage for damage to computer hardware resulting from a security compromise (also known as bricking).	✓ \$250,000 sublimit.		✓ Full policy limits.	✓ Full policy limits.
Coverage included for betterment of computer systems affected by a security compromise: For improvement of security and efficiencies, up to 25% more than the cost to replace original model (subject to sublimit).	✓			✓ Betterment Exclusion Amendatory Endorsement included, subject to 25% above original cost to replace.
Allegations of the wrongful collection of biometric data: Includes coverage for any lawsuits, claims or allegations arising from a violation of any federal or state statute that regulates the collection and use of biometric data, including the Illinois Biometric Information Privacy Act (BIPA).	✓ \$100,000 Sublimit via the Biometric Statutes or Regulations Sublimit endorsement. State specific—see policy. If this endorsement is not on the policy, it is silent, as there is no Wrongful Collection and Use exclusion otherwise.	The policy contains an Unlawful or Unauthorized Use of Information exclusion.	Enhanced Privacy Regulation Coverage covers Consumer Privacy Violations; however, Digital Media Liability Coverage Part excludes Collection of Data without knowledge.	The policy contains an Unlawful Collection of Data exclusion.
Is multifactor authentication (MFA) required in order to qualify for coverage?	Yes	Yes	No, however coverage restrictions will apply without MFA in place.	No
Third-party privacy breach management costs: Pays on behalf of any third party certain breach management costs from a cyber event, provided the insured has contractually indemnified the third party against the cyber event and they have a legal obligation to notify affected individuals.				✓

Coverages	BCS	Axis	Hiscox	CFC
Incident response outside the policy limits.				✓
Does the policy include a coinsurance provision?	No	No	Yes, however, 25% Ransomware Coinsurance Responsibility Endorsement will not apply if the insured registers with the risk management vendor listed in the policy schedule prior to written notification of a Ransomware Event.	No

Policy form not available in all states. See www.RPSSmallBusiness.com or contact your RPS product expert for details.

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**Brunswick-Glynn Joint Water & Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Commission Meeting Room
Wednesday, February 16, 2022 at 3:00 PM**

FINANCE COMMITTEE MINUTES

MEMBERS PRESENT: **Bob Duncan, Committee Chairman
Charles Cook, Commissioner
Andrew Burroughs, Executive Director**

ALSO PRESENT: **Ben Turnipseed, Commission Chairman
LaDonnah Roberts, Deputy Executive Director
Frances Wilson, Accounting Manager
Janice Meridith, Executive Commission Administrator**

ABSENT: **Tripp Stephens, Commissioner**

Committee Chairman Duncan called the meeting to order at 3:00 PM.

PUBLIC COMMENT PERIOD

Chairman Duncan opened the Public Comment Period.

There being no citizens that wished to address the Committee, Committee Chairman Duncan closed the Public Comment Period.

APPOINTMENT

Commissioner Duncan appointed Chairman Turnipseed to serve the Finance Committee as third voting member as Commissioner Stephens was absent for the meeting.

APPROVAL

1. Minutes from the January 19, 2022 Finance Committee Meeting

Commissioner Cook made a motion seconded by Chairman Turnipseed to approve the minutes from the January 19, 2022 Finance Committee Meeting. Motion carried 3-0-0

2. Budget Adjustment – Project #702 – A. Burroughs

Mr. Burroughs recalled for the committee that Project Numbers 702 and 703 were funded via SPLOST 2016 revenues from Glynn County. The JWSC allocation for SPLOST 2016 was \$15,000,000 with \$11,700,000 allocated to Project No. 702 and \$3,300,000 allocated to Project No. 703. The final construction and engineering cost for Project No. 703 was \$2,289,840.82. This leaves \$1,010,159.18 in unspent SPLOST 2016 funds in that project budget. Current project expenses and remaining encumbrances for Project No. 702 total \$13,327,627.38, or \$1,627,627.38 over the original SPLOST budget for this project. The overages are currently scheduled to be paid from JWSC Capital Improvement Fees. Remaining funds from SPLOST projects may be reallocated following completion of projects to

complete remaining SPLOST projects. Staff wishes to reallocate the remaining \$1,010,159.18 from Project No. 703 into the SPLOST project budget for Project No. 702. This would change the allocated SPLOST amount for this project to \$12,710,159.18. Project costs for Project No. 702 will still exceed the SPLOST allocation even if this budget money is moved, but the amount of Capital Improvement Fees required to cover the exceedances would be lessened.

Commissioner Cook made a motion seconded by Chairman Turnipseed to move that the Finance Committee recommend the full Commission approve the reallocation of remaining SPLOST 2016 funds from Project No. 703 in the amount of \$1,010,159.18 to Project No. 702. Motion carried 3-0-0.

3. Change Order #2 – PS 4116 Final Balancing – A. Burroughs

Mr. Burroughs presented Change Order #2 request from Southern Civil, LLC contractor for JWSC Capital Project #2027. He noted that this change order was presented earlier to the Facilities Committee and is for the final adjustments on the PS4116 Rehabilitation & Force Main Upgrade Project. The final payment and project closeout details were provided for the committee to review. This change order shall constitute the full and final settlement of this contract for Capital Project #2027. Additionally noted was that the deduct amount of \$15,750.00 is due to the contractor not using bypass pumping which was included in the original contract.

Commissioner Cook made a motion seconded by Chairman Turnipseed to move that the Brunswick-Glynn Joint Water & Sewer Commission Finance Committee forward the above described Change Order #2 to the full Commission for approval. Motion carried 3-0-0.

4. Change Order #1 – Bergen Woods Offsite Final Balancing – A. Burroughs

Mr. Burroughs presented Change Order #1 request from Georgia Asphalt Producers, Inc. contractor for JWSC Capital Project #2007. He noted that this change order was presented earlier to the Facilities Committee and is for the final adjustments on the Bergen Woods Off-Site Improvements Project. The final payment and project closeout details were provided for the committee to review. This change order shall constitute the full and final settlement of this contract for Capital Project #2007.

Commissioner Cook made a motion seconded by Chairman Turnipseed to move that the Brunswick-Glynn Joint Water & Sewer Commission Finance Committee forward the above described Change Order #1 to the full Commission for approval. Motion carried 3-0-0.

DISCUSSION

1. Financial Statement Month End January 31, 2022 – F. Wilson

Mrs. Wilson presented the financial statement for the month ending January 31, 2022. She reviewed the Balance Sheet with the Committee, and highlighted current assets such as Cash and Cash Equivalents, as well as JWSC Reserves. She also noted details on the Summary of Revenues and Summary of Expenses. Mrs. Wilson also briefly reviewed line items on the Cash Balances and the Project Report.

Committee Chairman Duncan asked if there were any other items to discuss.

There being no further business, Chairman Duncan adjourned the meeting at 3:20 p.m.

Bob Duncan, Committee Chairman

Attest:

Janice Meridith,
Executive Commission Administrator



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Finance Committee
From: Andrew Burroughs, Executive Director
Date: Wednesday, March 16, 2022
Re: Surplus Inventory/Equipment

Background

JWSC staff has determined the following asset to no longer be of use to the mission of the JWSC.

DIVISION	YEAR	DESCRIPTION
WPD-100	2005	2005 Ford Explorer. Transmission issues; approximately 160,000 miles; replaced with new vehicle per FY 2022 budget

Staff Report

Staff recommends declaring the items above as surplus and authorizing their disposal in a manner most beneficial to the JWSC.

Recommended Action

To dispose of this property, the Brunswick Glynn Joint Water & Sewer Commission must declare the property as surplus. Once declared as surplus, the Director of Procurement will dispose of the property in a manner most beneficial to the JWSC. Typically vehicles and equipment declared surplus will be posted to the GovDeals website.

Recommended Motion

"I move that the Brunswick-Glynn County Joint Water and Sewer Commission approve the above listed items as surplus to be disposed of in a manner most beneficial to the JWSC"



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: JWSC Finance Committee
From: LaDonnah Roberts, Deputy Executive Director
Date: Wednesday, March 16, 2022
Re: Approval – Appointment of Auditor for FY2022 Audit

Background

The JWSC issued a request for proposal for Auditing Services and the firm of Mauldin & Jenkins was selected for the initial year ended June 30, 2021 with two option years. The fiscal year ending June 30, 2023 is the final option year.

The quoted costs for the three years are:

6/30/21 - \$19,900
6/30/22 - \$19,900
6/30/23 - \$19,900

The signed engagement letter is attached.

Recommended Action

Staff requests that the Finance Committee recommend to the full Commission engaging the accounting firm of Mauldin & Jenkins to perform the financial audit of the Brunswick-Glynn Joint Water and Sewer Commission for the fiscal year ending June 30, 2022 at a cost of nineteen thousand nine hundred (\$19,900.00) dollars.

Recommended Motion

“I move that the Finance Committee recommend to the full Commission that JWSC engage the accounting firm of Mauldin & Jenkins to perform the financial audit of the Brunswick-Glynn Joint Water and Sewer Commission for the fiscal year ending June 30, 2022 at a cost of nineteen thousand nine hundred (\$19,900.00) dollars.”



July 12, 2021

Board of Commissioners of the
Brunswick-Glynn County Joint Water and Sewer Commission
1703 Gloucester Street
Brunswick, Georgia 31520

Attn: Ms. LaDonnah Roberts

We are pleased to confirm our understanding of the services we are to provide the Brunswick-Glynn County Joint Water and Sewer Commission (the Commission) for the year ended June 30, 2021. We will audit the financial statements of the Commission as of and for the year then ended. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Commission's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Commission's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis (MD&A).
2. Schedule of Changes in the Commission's Net Pension Liability and Related Ratios.
3. Schedule of Commission Contributions

We have also been engaged to report on supplementary information other than RSI that accompanies the Commission's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Schedule of expenditures of federal awards.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on -

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Commissioners for the Brunswick-Glynn County Joint Water and Sewer Commission. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports, or may withdraw from this engagement.

Management Responsibilities

Management is responsible for the financial statements, schedule of expenditures of federal awards, and all accompanying information as well as all representations contained therein.

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we

report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and to prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review subsequent to the start of fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

With regard to an exempt offering document with which Mauldin & Jenkins is not involved, you agree to clearly indicate in the exempt offering document that Mauldin & Jenkins is not involved with the contents of such offering document.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. You agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs;

compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Brunswick-Glynn County Joint Water and Sewer Commission's compliance with provisions of applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Commission's major programs. The purpose of these procedures will be to express an opinion on the Commission's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the Commission in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform these services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Audit Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the Commission; however, management is responsible for distribution of the reports and financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Mauldin & Jenkins and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Mauldin & Jenkins personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by a regulatory body. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party (ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately August 30, 2021 and to issue our reports no later than December 31, 2021. Trey Scott is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be \$19,900, plus \$3,500 for each major program for single audit for the year ended June 30, 2021. Our hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable upon presentation. The above fees are based on anticipated cooperation from your personnel (including complete and timely receipt by us of the information on the respective client participation listings to be prepared annually) and the assumption that unexpected circumstances (including scope changes) will not be encountered during the audit. If significant additional time is necessary, we will discuss it with management and arrive at a new fee estimate before we incur the additional costs.

As a result of our prior or future services to you, we might be requested or required to provide information or documents to you or a third party in a legal, administrative, arbitration, or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be deemed billable to you as a separate engagement. We shall be entitled to compensation for our time and reasonable reimbursement for our expenses (including legal fees) in complying with the request. For all requests we will observe the confidentiality requirements of our profession and will notify you promptly of the request.

We appreciate the opportunity to be of service to the Commission and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

MAULDIN & JENKINS, LLC



Trey Scott

RESPONSE:

This letter correctly sets forth the understanding of the Brunswick-Glynn County Joint Water and Sewer Commission.

By:  _____

Title: Executive Director



Brunswick-Glynn

Joint Water and Sewer Commission

Memorandum

To: Finance Committee
From: Andrew Burroughs, P.E., Executive Director
Date: Wednesday, March 16, 2022
Re: Approval – Connection Assistance Policy

Background:

In recent years, the JWSC has taken a proactive approach to system expansion that will allow access to public water and sewer systems for existing residences and businesses that were previously unable to connect to the public systems. One such example of a current project that will accomplish this goal is the expansion of the water and sewer systems in the Arco neighborhood. The JWSC would like to allow these existing homes and businesses to connect to the system without placing an unnecessary burden upon the property owners. By connecting to the public water and sewer systems, many potential customers will be able to remove existing septic tanks and private wells if they so choose.

Staff Report

The attached draft policy accomplishes the goal of allowing these customers to connect to the systems without having to provide a cash outlay that would be burdensome to the customer base. The JWSC will allow customers to pay monthly installments towards the total cost of the Capital Improvement Fee and operational fees associated with new accounts. Financing charges increase as the years financed increases to offset increased administrative costs associated with maintaining these agreements. If approved, this Connection Assistance Policy would ideally become part of the annual Rate Resolution and reviewed annually for current market conditions.

Recommended Action

Staff recommends approving the attached policy to become effective on April 1, 2022. If approved, this policy would then be included in the upcoming 2022-2023 Rate Resolution and would henceforth be a part of the rate resolution approval process.

Recommended Motion

“I move that the Finance Committee recommend the full Commission approve the creation of a Connection Assistance Policy effective April 1, 2022.”

Brunswick-Glynn Joint Water and Sewer Commission Connection Assistance Policy

Purpose

The Brunswick-Glynn Joint Water and Sewer Commission (JWSC) recognizes the need to provide more cost-effective methods of allowing existing homes to connect to the public water and sewer systems once public water and sewer is made available to the property. This policy will not apply to new construction. All Capital Improvement Fee charges for new construction will be required at time of building permit request in accordance with current JWSC policies. The purpose of this Connection Assistance Policy is to outline financing options that the JWSC will make available to existing property owners to enable them to connect to the public water and sewer systems owned and operated by the JWSC.

Policy

Existing homes and businesses that are currently not connected to the JWSC-owned water and sewer systems will be allowed to finance the cost of the capital improvement fees and operational charges associated with the connection. New account charges and deposit fees will not be subject to this policy and will be due at time of account creation. The monthly financing amount will be added as a new line item on the monthly water and sewer bill. The connection can only be financed by the water and/or sewer account holder at the address. Property owners will not be allowed to finance the connection charge if a lessee is the account holder at the address.

Upon a signed agreement to finance the connection fees, the charges will be added to the next month's water and sewer bill. Failure to pay the monthly water and sewer bill total including the financed connection charge may result in disconnection of services for non-payment. If service is disconnected, the customer will be required to pay the balance in accordance with the JWSC's service disconnection policy and any associated fees incurred as a result. Customers who have a signed agreement under this policy are not eligible for additional payment arrangements for past due balances.

Transference of the financing to new property owners will not be allowed. The JWSC will file a lien for the total amount of the connection against the property. In the event of a transfer of ownership of the property, the lien will be required to be fully satisfied. In the event the customer decides to close the active water and sewer account prior to completion of payments for connection fees, the remaining balance of the financed connection fee will be billed as part of the final bill sent to the customer.

What is Covered?

The JWSC charges Capital Improvement Fees to all new connections to the JWSC-owned water and sewer systems. These fees and associated operational charges for a new water meter set-up (if a water account) and inspection charges are eligible for this Connection Assistance Policy.

The cost of the private infrastructure (water service and/or sewer lateral) required to connect the existing structure to the public water and sewer infrastructure is not eligible for this Connection Assistance Policy. The property owner will be required to procure these services individually. The JWSC will not recommend particular contractors to perform installations of these services or contract for these services on the behalf of the property owner. Any required City of Brunswick or Glynn County building permits will be the responsibility of the property owner.

Interest Rates

At the time of signed agreement, the JWSC will hold interest rates fixed for the duration of the financing period for the individual property. Annual interest rates will be charged for financing the connection fees as shown in the table below:

Years Financed	Annual Interest Rate
3	2.0%
5	2.5%
7	3.0%
10	3.5%
15	4.0%
20	4.5%

The JWSC reserves the right to adjust interest rates as required to due to changes in financial markets. Any changes will only impact financing agreements signed after the changes are approved. No changes will be made to interest rates for existing agreements at any time. Agreements will not be eligible for refinancing.

Prepayment/Overpayment

There will be no penalty for early payoff of the remaining balance by the customer. Any customer wishing to pay off the remaining balance in accordance with this policy should contact the JWSC to determine the remaining balance.

Overpayment of a monthly bill will be credited against the account and will be used to offset future total bill amounts, including usage charges, administrative fees, and debt service charges. Overpayment cannot be applied solely to the charges financed in accordance with this policy.



Brunswick-Glynn Joint Water & Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Phone (912) 261-7110 www.bgjwsc.org

March 16, 2022

Commissioners,

I am pleased to present the Proposed Annual Budget for Fiscal Year 2023. This balanced budget supports the goals of the Commission and maintains customer affordability. This year's budget is an increase in expenses from the previous year. In the current cost environment, staff is consistently looking for opportunities to reduce costs; however, material costs have increased across the board. As a result, this year's Proposed Annual Budget will include a water usage rate adjustment to be presented at the April Meeting based upon the feedback received at the March presentation. The current plan is to only increase the usage rates on the blocks of usage above 6,000 gallons per month.

Budget requests from superintendents were submitted in early February. Budget review meetings were held in late February between the superintendents and the JWSC budget team. The FY2023 Budget Team consists of LaDonnah Roberts, Deputy Executive Director; Frances Wilson, Senior Accountant; and myself.

The Budget Team worked diligently in preparation of this proposed budget that will further the five key strategic areas identified in the 2019 Strategic Business Plan:

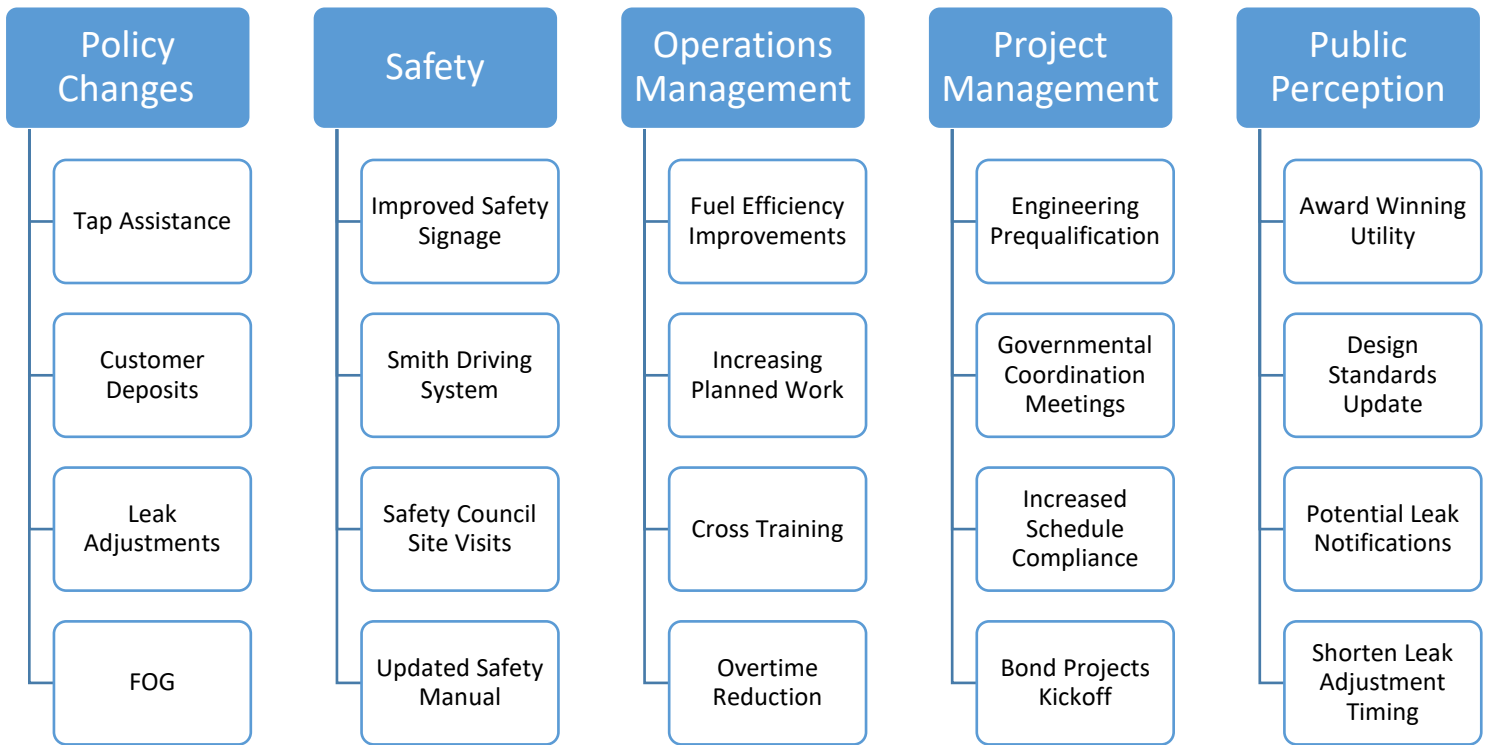
- Environmental Compliance
- Responsible Decision Making
- Being a Community Resource
- Workforce Development
- Customer Service

I would like to extend my gratitude to the Commission for their guidance during this process, divisional superintendents for submitting budget requests that will further the mission of the JWSC, and the Budget Team for their hard work in preparation of this balanced budget. The Budget Team looks forward to working with you over the next few months as we move towards budget adoption for Fiscal Year 2023.

Respectfully submitted,

Andrew Burroughs, P.E.
Executive Director
Brunswick-Glynn Joint Water & Sewer Commission

FISCAL YEAR 2023 PRIORITIES



FISCAL YEAR 2023 BUDGET GOALS

- Maintain Affordability Despite Rising Costs
- Improve Project Funding to Maintain Master Plan in Current Construction Environment
- Improve Equipment Reliability
- Streamline Operational Processes

FISCAL YEAR 2023 BUDGET HIGHLIGHTS

- Water Only Rate Adjustment Requested
- Repair and Replacement Reserve Funding Increase
- Increased Capital Costs to Improve Equipment Reliability
- Budgeted Overtime Reduction

FISCAL YEAR 2023 REVENUES

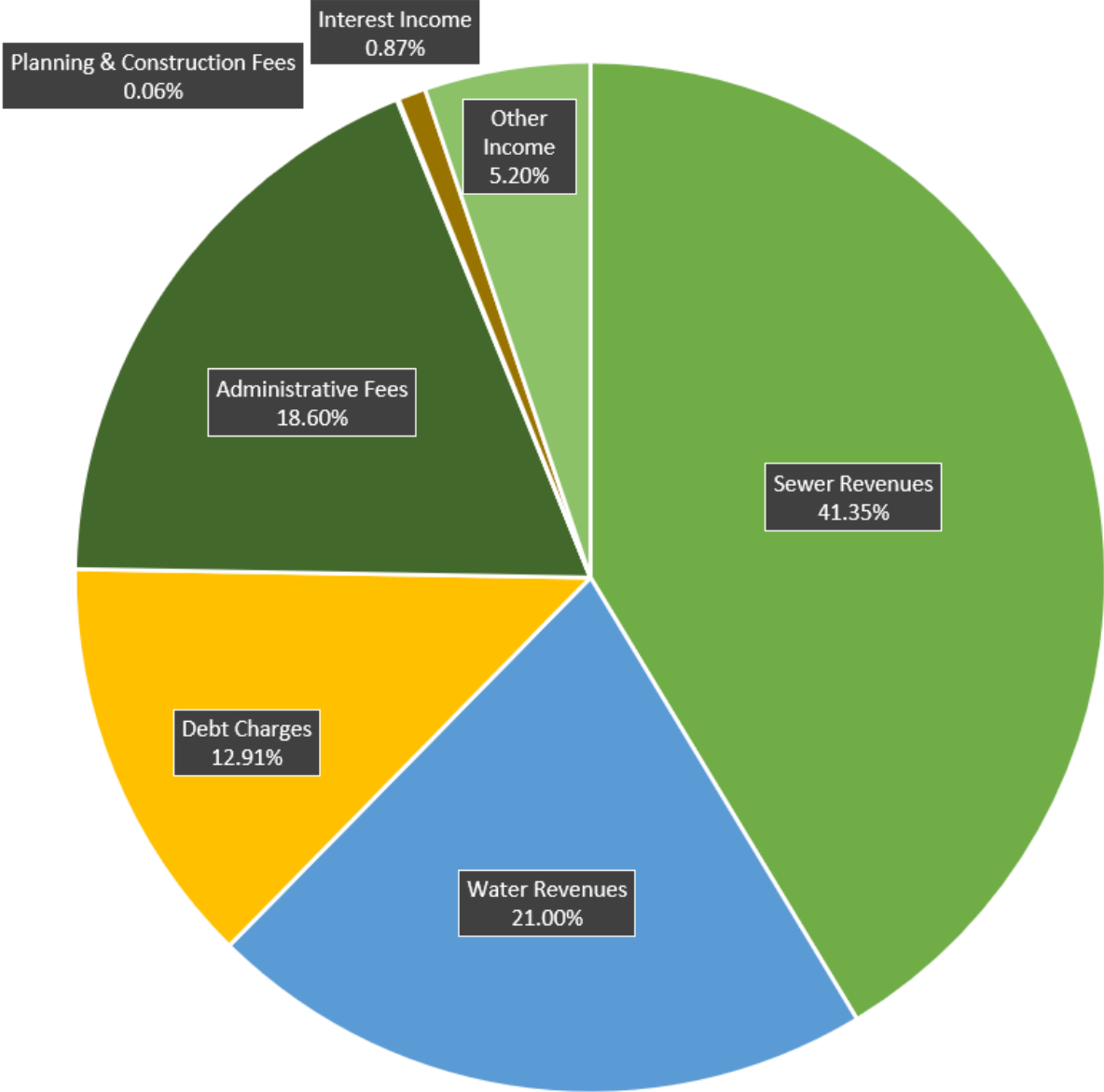
	FY 2022 Budget	Estimated Year-End	FY 2023 Budget	Increase/ Decrease	% Change
Sewer Revenues	14,125,000	14,276,681	14,225,000	100,000	0.71%
Water Revenues	6,400,000	6,694,292	7,225,000	825,000	12.89%
Debt Charges	4,370,000	4,466,525	4,440,000	70,000	1.60%
Administrative Fees	6,300,000	6,449,064	6,400,000	100,000	1.59%
Planning & Construction Fees	35,000	21,705	20,000	(15,000)	-42.86%
Interest Income	300,000	401,000	300,000	-	-
Other Income	1,770,000	2,344,096	1,790,000	20,000	1.13%
OPERATING REVENUES	33,300,000	34,653,363	34,400,000	1,100,000	3.30%

Increased Customer Count Increasing Revenue Projections

Water Revenue Increase Will Require Rate Adjustment on High Usage Only

Tower Rental Revenue Projections Increased

FY2023 Budgeted Revenues



FY 2023 EXPENSES BY EXPENSE TYPE

	2022 Budget	Estimated Year-End	2023 Budget	Increase/ Decrease	% Change
Governing Body Expenses	299,150	102,170	211,800	(87,350)	-29.20%
Personnel Expenses	11,721,500	10,452,251	11,652,100	(69,400)	-0.59%
Operating Expenses	10,642,420	10,619,257	11,671,900	1,029,480	9.67%
Bad Debt Expense	280,000	199,946	100,000	(180,000)	-64.29%
Interest Expense	880,630	1,098,388	820,400	(60,230)	-6.84%
Debt Service	2,087,000	2,087,000	2,145,000	58,000	2.78%
Project Reserve Transfers	7,389,300	7,389,300	7,798,800	409,500	5.54%
TOTAL EXPENSES	33,300,000	31,948,311	34,400,000	1,100,000	3.30%

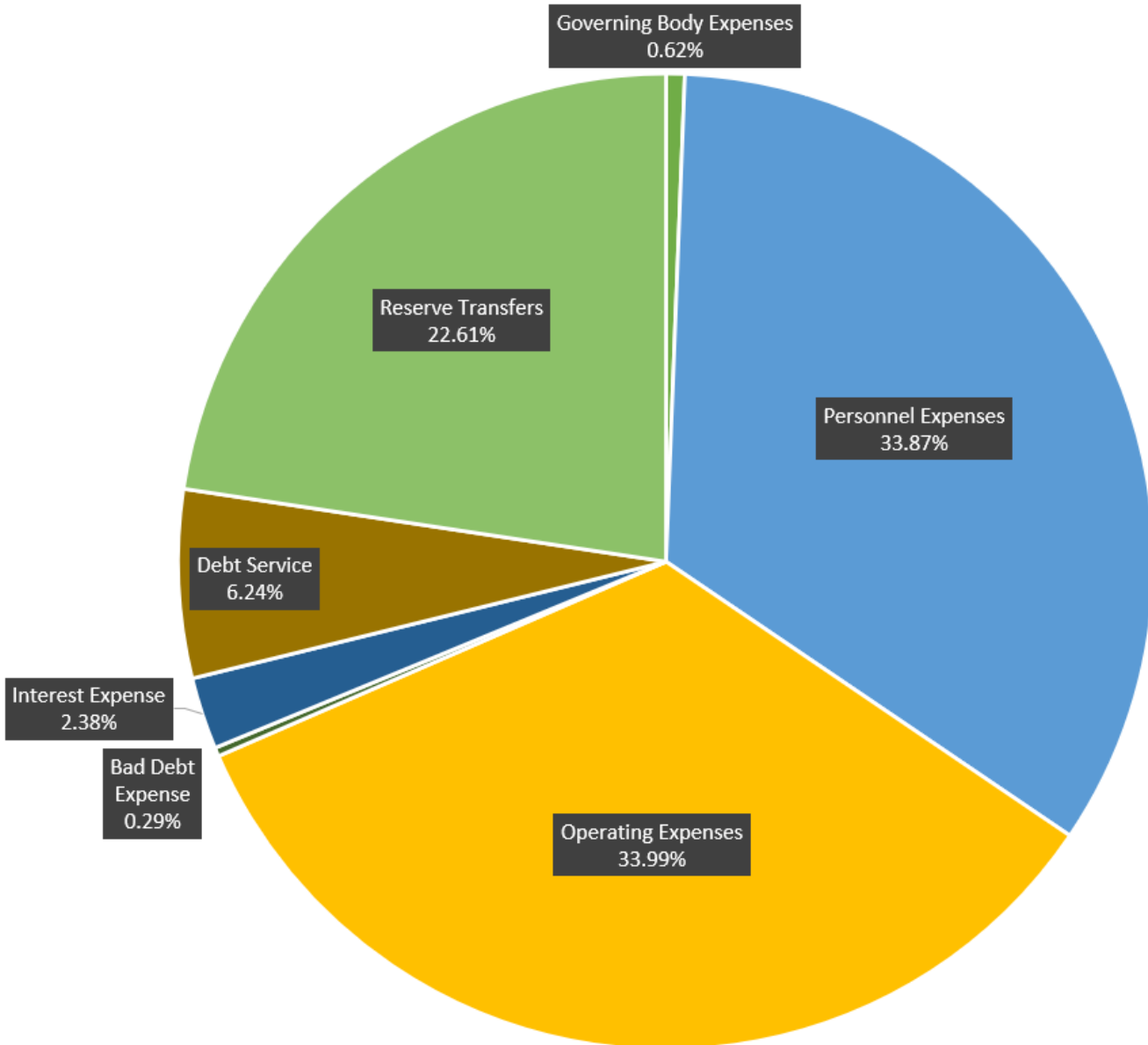
Recent Year Policy
Changes Impacting
Personnel Costs

Total Staff Count
154

Market Adjustments
for Employees Near
Minimum

Merit Raise
Opportunities for
Each Employee

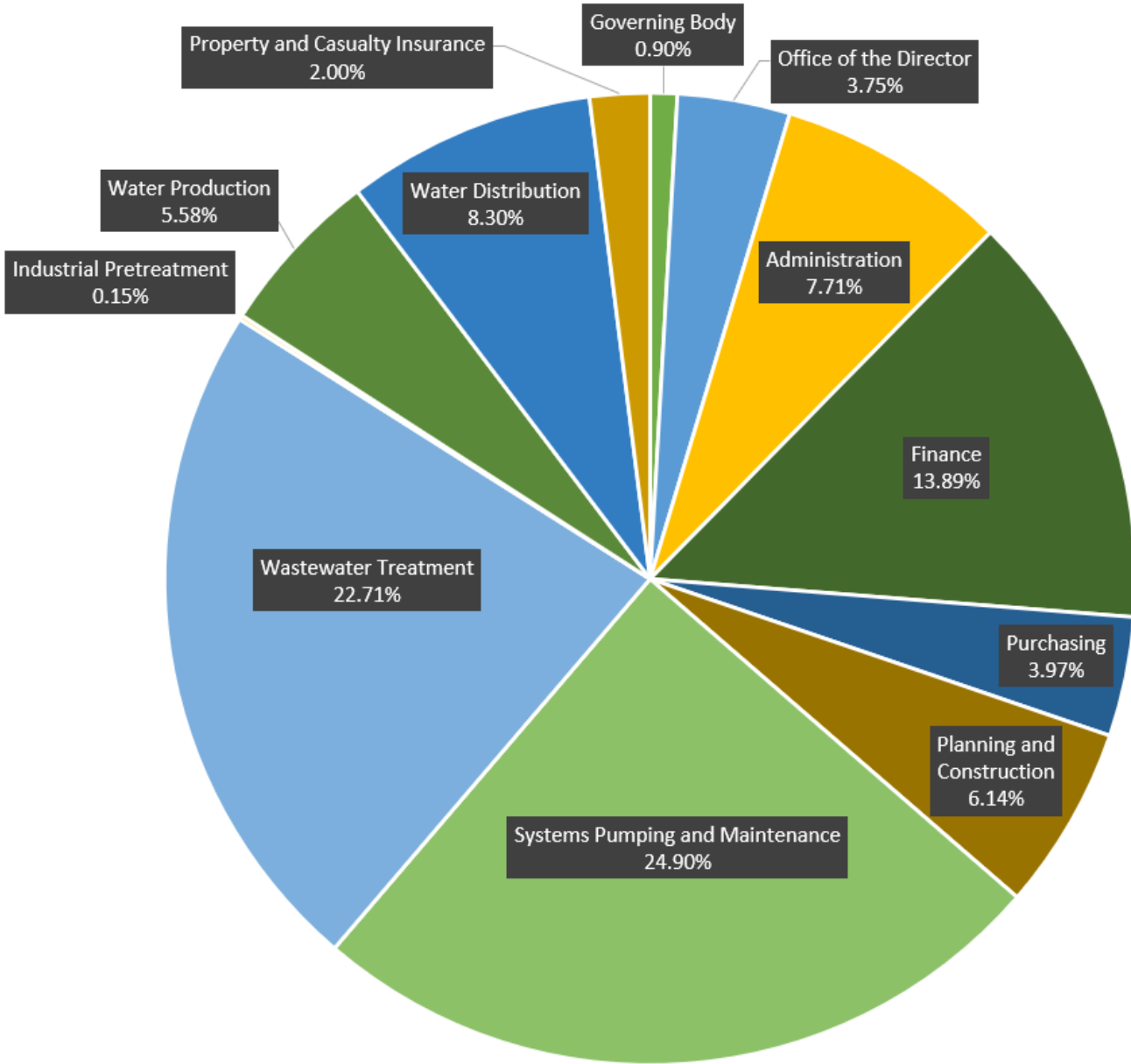
FY 2023 Budgeted Expenses by Type



FY 2023 EXPENSES BY DIVISION

	2022 Budget	Estimated Year-End	2023 Budget	Increase/ Decrease	% Change
Governing Body	299,150	102,170	211,800	(87,350)	-29.20%
Office of the Director	848,420	733,460	883,300	34,880	4.11%
Administration	1,613,200	1,601,465	1,816,800	203,600	12.62%
Finance	3,383,600	2,762,154	3,271,600	(112,000)	-3.31%
Purchasing	897,650	871,136	936,200	38,550	4.29%
Planning and Construction	1,398,250	1,240,629	1,445,500	47,250	3.38%
Systems Pumping and Maintenance	5,849,800	5,050,714	5,866,100	16,300	0.28%
Wastewater Treatment	4,801,900	5,215,852	5,349,100	547,200	11.40%
Industrial Pretreatment	23,600	28,656	34,400	10,800	45.76%
Water Production	1,291,500	1,420,905	1,313,800	22,300	1.73%
Water Distribution	1,913,800	1,835,000	1,956,200	47,400	2.22%
Property and Casualty Insurance	342,200	379,314	471,000	128,800	37.64%
OPERATING EXPENSES	22,663,070	21,241,453	23,555,800	892,730	3.94%

FY 2023 Budgeted Expenses by Division



FISCAL YEAR 2023 EXPENSE HIGHLIGHTS

Increases

Chemicals

- Higher Costs Due to Cost Increases
-

Property and Casualty Insurance

- Market Driven Increases
-

Equipment Parts and Supplies

- Combined Several Line Items Together to Simplify
 - Use Cityworks for Asset Spending Tracking
-

Capital Improvements

- Redoing Lease Program for Vac Trucks
 - Manhole Scanner to Improve Manhole Inspection
 - Server Replacements for System Reliability
-

Decreases

Dunbar Creek Electricity

- Blower Control Improvements
-

Overtime

- Improved SCADA System and Staff Scheduling
-

Uniforms

- Savings from Changing to Direct Purchase
-

Group Insurance

- Continued Savings from Self-Funding
-

Purchased Equipment Repairs

- Request to Replace High Maintenance Equipment
-

POLICY CHANGES

Tap Assistance
Program

Goal: Presentation to Board for
Consideration by March 2022

Budget Tie-in: Increased Customer Base

Customer
Deposits

Goal: Presentation to Board for
Consideration by May 2022

Budget Tie-in: Investment Income

Leak
Adjustments

Goal: Presentation to Board for
Consideration by July 2022

Budget Tie-in: Indirect, Internal Process
Improvement

FOG

Goal: Presentation to Board for
Consideration by November 2022

Budget Tie-In: Indirect, Internal Process
Improvement

SAFETY

Improved
Safety Signage

Goal: Review All Workplace Safety
Signage

Budget Tie-In: Safety Supplies

Smith Driving
System

Goal: All Drivers Trained by Year's
End

Budget Tie-in: Education, Training, &
Travel

Safety Council
Site Visits

Goal: 20 Field Visits with Report

Budget Tie-In: Indirect, Internal Process
Improvement

Updated
Safety Manual

Goal: All Staff Receive Training on
Updated Manual

Budget Tie-in: Indirect, Internal Process
Improvement

OPERATIONS MANAGEMENT

Fuel
Efficiency
Improvements

Goal: Reduce Fuel Consumption by 10%

Budget Tie-In: Gasoline and Diesel

Increasing
Planned Work

Goal: 80% of Work Planned

Budget Tie-In: Indirect, Planned Work
Typically Costs Less to Perform

Cross Training

Goal: 2,000 Labor Hours Crossed
Trained

Budget Tie-In: Indirect, Improved
Operational Flexibility

Overtime
Reduction

Goal: Reduce Overtime by 10%

Budget Tie-In: Decrease Overtime Budget

PROJECT MANAGEMENT

Engineering
Prequalification

Goal: Recommendation by May Meeting

Budget Tie-In: Indirect, Should Decrease Engineering Costs for Projects

Governmental
Coordination
Meetings

Goal: Quarterly Meetings with City and County

Budget Tie-In: Indirect, Should Decrease Project Construction Costs

Increased
Schedule
Compliance

Goal: Combined Project SPI > 0.85

Budget Tie-In: Indirect, Internal Process Improvement

Bond Projects
Kickoff

Goal: Begin All Projects by Year End

Budget Tie-In: Increased Customer Base

PUBLIC PERCEPTION

<p>Award Winning Utility</p>	<p>Goal: Win Awards for Both Water and Sewer</p> <p>Budget Tie-In: Indirect, Internal Process Improvement</p> <hr/>
<p>Design Standards Update</p>	<p>Goal: Presentation to Board for Consideration by June 2022</p> <p>Budget Tie-In: Indirect, Internal Process Improvement</p> <hr/>
<p>Potential Leak Notifications</p>	<p>Goal: Notify 250 Customers of Potential Leaks with New Meters</p> <p>Budget Tie-In: Leak Adjustments</p> <hr/>
<p>Shorten Leak Adjustment Timing</p>	<p>Goal: 100% Response within 60 Days of Submission</p> <p>Budget Tie-In: Indirect, Internal Process Improvement</p> <hr/>

CAPITAL EXPENDITURE REQUEST

Division	Capital Item	Estimated Cost	Utility
Director	Half-Ton Work Truck	\$35,000	SCADA Technician
Administration	Security Camera Improvements	\$20,000	Site Security
Administration	Quarter-Ton Work Truck	\$30,000	Meter Services Crews
Administration	Enterprise Data Center Upgrades	\$108,000	Information Systems
Planning & Construction	SR-20 Utility Locator	\$5,400	Utility Locates
Planning & Construction	Half-Ton 4WD Truck	\$40,000	Inspections
SP&M	Server Replacement	\$25,000	CCTV Video Server
SP&M	One-Ton Work Truck	\$50,000	Line Cleaning Crews
SP&M	Three Quarter Ton Work Truck	\$40,000	Lift Station Crews
SP&M	Two-Ton Work Truck	\$85,000	Construction Crews
SP&M	Manhole Scanner	\$100,000	Manhole Inspection
SP&M	Sonar Sewer Main Inspector	\$50,000	Sewer Inspection
Wastewater Treatment	Quarter-Ton Work Truck	\$30,000	Operations

CAPITAL EXPENDITURE REQUEST

Division	Capital Item	Estimated Cost	Utility
Wastewater Treatment	Quarter-Ton Work Truck	\$30,000	Operations
Wastewater Treatment	Forklift	\$16,000	Solids Handling
Wastewater Treatment	Telehandler	\$120,000	Maintenance
Wastewater Treatment	Lab Centrifuge	\$5,500	Dunbar Lab
Wastewater Treatment	UV Spectrophotometer	\$6,500	South Port Lab
Wastewater Treatment	Portable Samplers (2)	\$12,000	Pretreatment Inspections
Wastewater Treatment	Refrigerated Samplers	\$85,000	Academy Creek Lab
Wastewater Treatment	Roof Exhaust Improvements	\$25,000	Academy Creek Solids
Water Production	One-Ton Work Truck	\$50,000	Chlorine Hauling
Water Distribution	Three Inch Boring Missile	\$7,500	New Service Installation
Water Distribution	Portable Air Compressor	\$20,000	New Service Installation
Water Distribution	Two-Two Work Truck	\$80,000	Distribution Crews

HISTORICAL EXPENSES

Brunswick-Glynn County Joint Water and Sewer Commission Expenses by Division History (Excluding Capital Purchases)

	Actual Expenses			2022 Budget	Estimated Year-End	2023 Budget
	2019	2020	2021			
Governing Body	309,214	149,979	174,698	299,150	102,170	211,800
Office of the Director	910,943	855,813	829,139	848,420	733,460	848,300
Administration	2,385,547	1,998,458	1,591,717	1,613,200	1,601,465	1,658,800
Finance	1,320,665	1,343,439	2,944,244	3,383,600	2,762,154	3,271,600
Planning and Construction	1,298,080	1,401,884	1,218,327	1,398,250	1,240,629	1,400,100
Purchasing	312,518	601,167	768,314	897,650	871,136	936,200
Facilities Maintenance	567,695	524,502	0	0	0	0
Systems Pumping and Maintenance	6,466,997	6,358,110	4,920,467	5,554,800	4,784,512	5,516,100
Wastewater Treatment	4,960,972	4,931,828	4,462,228	4,585,900	4,989,645	5,019,100
Industrial Pretreatment	5,505	15,158	29,254	23,600	28,656	34,400
Water Production	1,330,163	1,348,590	1,205,801	1,258,500	1,389,515	1,263,800
Water Distribution	1,923,029	1,815,782	1,602,148	1,761,800	1,696,486	1,848,700
Property and Casualty Insurance	316,061	283,792	348,249	342,200	379,314	471,000
Operating Expenses	22,107,389	21,628,502	20,094,587	21,967,070	20,579,141	22,479,900
% of 2023 Budget	98.34%	96.21%	89.39%	97.72%	91.54%	100.00%
Total Debt Service	3,798,669	3,504,153	2,955,850	2,953,120	2,953,120	2,950,600
R&R Reserve Transfers	4,000,000	6,294,850	6,810,000	7,089,300	7,089,300	7,478,800

Brunswick-Glynn JWSC

Detail Revenue and Expense

GL No.	GL Description	FY23 Proposed Budget
Operating Revenues		
500-4300-344211	USAGE CHARGES - SEWER	14,250,000.00
500-4300-344216	INDUSTRIAL SURCHARGE	200,000.00
500-4300-344217	LEAK ADJUSTMENTS	(225,000.00)
	Sewer Use Revenues	<u>14,225,000.00</u>
500-4400-344211	USAGE CHARGES - WATER	<u>7,225,000.00</u>
	Water Revenues	<u>7,225,000.00</u>
500-4300-344212	DEBT CHARGES - SEWER	3,150,000.00
500-4400-344212	DEBT CHARGES - WATER	1,290,000.00
	Debt Service Fees	<u>4,440,000.00</u>
500-4300-344213	ADMINISTRATION FEE - SEWER	3,800,000.00
500-4400-344213	ADMINISTRATION FEE - WATER	2,600,000.00
	Administrative Revenues	<u>6,400,000.00</u>
500-4400-389091	TOWER RENTAL	320,000.00
500-1510-389100	RENTAL INCOME	65,000.00
500-1510-361110	OPERATING INTEREST AND INVESTMENT INCOME	100,000.00
500-1510-361111	RESERVE INTEREST AND INVESTMENT INCOME	200,000.00
	Interest and Rental Revenues	<u>685,000.00</u>
500-1520-393100	PLAN REVIEW/UNSOLICITED PROPOSAL FEES	<u>20,000.00</u>
	Plan Review Fees	<u>20,000.00</u>
500-4300-344220	SEPTIC HAULER FEES	150,000.00
500-4300-344250	OPERATIONAL TAP FEES	50,000.00
500-4300-392300	SCRAP SALES	0.00
500-4400-344214	FIRE PROTECTION FEES	150,000.00
500-4400-344221	FIRE HYDRANT FEES	0.00
500-4400-344250	OPERATIONAL TAP FEES	250,000.00
500-4400-392300	SCRAP SALES	0.00
500-1510-344270	DAMAGE REIMBURSEMENTS	0.00
500-1510-344275	OTHER REVENUES	5,000.00
500-1510-344300	GEFA LOAN FORGIVENESS CW2019008	0.00
500-1510-345000	SERVICE FEES	600,000.00
500-1510-345060	LATE PAYMENT FEES	100,000.00
500-1510-389030	BAD DEBT RECOVERY	100,000.00
500-1510-392400	GAIN/LOSS ON SALE OF ASSETS	0.00
	Other Revenues	<u>1,405,000.00</u>
	Total Operating Revenues	<u><u>34,400,000.00</u></u>

500-1110-511200	COMMISSIONER STIPENDS	30,000.00
500-1110-512500	WORKERS COMPENSATION	100.00
500-1110-521210	LEGAL FEES	125,000.00
500-1110-521211	ACCOUNTING AND AUDITING	25,000.00
500-1110-521213	LEGISLATIVE COMPLIANCE	200.00
500-1110-521214	LEGAL FEES - LITIGATION	25,000.00
500-1110-523320	ADVERTISEMENTS	0.00
500-1110-523510	TRAVEL	0.00
500-1110-523520	FOOD/MEALS/LUNCHEONS	500.00
500-1110-523610	DUES AND FEES	500.00
500-1110-523710	EDUCATION, TRAINING, AND TRAVEL	5,000.00
500-1110-531110	OFFICE SUPPLIES	500.00
	Governing Body Expenses	211,800.00
500-1320-511100	REGULAR WAGES	531,100.00
500-1320-511300	OVERTIME	16,000.00
500-1320-511350	DEDUCTIBLE REIMBURSEMENT	0.00
500-1320-512200	FICA EXPENSE	33,900.00
500-1320-512300	MEDICARE EXPENSE	7,900.00
500-1320-512400	PENSION EXPENSE	63,800.00
500-1320-512500	WORKERS COMPENSATION	4,500.00
500-1320-512900	OTHER EMPLOYEE BENEFITS - OFFICE OF DIRECTOR	1,100.00
500-1320-513000	TEMPORARY SERVICES	0.00
500-1320-513100	EMPLOYEE RELATIONS EXPENSE	10,000.00
500-1320-521110	PERSONNEL ADMINISTRATION	0.00
	Personnel Expense	668,300.00
500-1320-521320	TECHNICAL SERVICES	100,000.00
500-1320-522230	PURCHASED VEHICLE REPAIR	500.00
500-1320-523210	TELEPHONE	5,000.00
500-1320-523225	SOFTWARE LICENSING	0.00
500-1320-523230	POSTAGE	250.00
500-1320-523232	FREIGHT	100.00
500-1320-523320	ADVERTISEMENTS	0.00
500-1320-523520	FOOD/MEALS/LUNCHEONS	3,000.00
500-1320-523610	DUES AND FEES	18,000.00
500-1320-523620	SUBSCRIPTIONS AND PERIODICALS	200.00
500-1320-523710	EDUCATION, TRAINING, AND TRAVEL	22,500.00
500-1320-523810	LICENSES	500.00
500-1320-531110	OFFICE SUPPLIES	1,500.00
500-1320-531122	EQUIPMENT PARTS AND SUPPLIES	0.00
500-1320-531123	GENERAL SUPPLIES	1,000.00
500-1320-531124	COMPUTER SUPPLIES	2,500.00
500-1320-531125	UNIFORMS AND SAFETY SUPPLIES	500.00
500-1320-531270	GASOLINE AND DIESEL	2,000.00
500-1320-531650	HURRICANE PREPAREDNESS	20,000.00
	Operating Expenses	177,550.00

500-1320-591150	LEASE PRINCIPAL	2,450.00
	Capital Lease Expense	<u>2,450.00</u>
500-1320-542400	Vehicles	35,000.00
	Capital Expenditures	<u>35,000.00</u>
	Directors Expenses	<u>883,300.00</u>
500-1330-511100	REGULAR WAGES	943,600.00
500-1330-511300	OVERTIME	64,000.00
500-1330-511350	DEDUCTIBLE REIMBURSEMENT	0.00
500-1330-512200	FICA EXPENSE	62,500.00
500-1330-512300	MEDICARE EXPENSE	14,600.00
500-1330-512400	PENSION EXPENSE	81,700.00
500-1330-512500	WORKERS COMPENSATION	16,200.00
500-1330-512900	OTHER EMPLOYEE BENEFITS - ADMINISTRATIVE SERVICES	3,400.00
500-1330-513000	TEMPORARY SERVICES	0.00
500-1330-521110	PERSONNEL ADMINISTRATION	0.00
	Personnel Expense	<u>1,186,000.00</u>
500-1330-521320	TECHNICAL SERVICES	210,000.00
500-1330-522210	PURCHASED BUILDING MAINTENANCE	0.00
500-1330-522220	PURCHASED EQUIPMENT REPAIRS	0.00
500-1330-522230	PURCHASED VEHICLE REPAIR	10,000.00
500-1330-523210	TELEPHONE	30,000.00
500-1330-523220	INTERNET AND WEB SERVICE	2,400.00
500-1330-523225	SOFTWARE LICENSING	44,000.00
500-1330-523230	POSTAGE	2,500.00
500-1330-523232	FREIGHT	500.00
500-1330-523310	PUBLIC EDUCATION	5,600.00
500-1330-523410	PRINTING AND BINDING	1,500.00
500-1330-523710	EDUCATION, TRAINING, AND TRAVEL	40,000.00
500-1330-531110	OFFICE SUPPLIES	20,000.00
500-1330-531120	AUTO PARTS AND TIRES	1,000.00
500-1330-531122	EQUIPMENT PARTS AND SUPPLIES	22,000.00
500-1330-531123	GENERAL SUPPLIES	2,600.00
500-1330-531124	COMPUTER SUPPLIES	10,000.00
500-1330-531125	UNIFORMS AND SAFETY SUPPLIES	5,000.00
500-1330-531126	BUILDING MAINTENANCE SUPPLIES	20,000.00
500-1330-531155	METERS	24,000.00
500-1330-531270	GASOLINE AND DIESEL	10,000.00
500-1330-531610	SMALL EQUIPMENT	3,600.00
500-1330-531650	HURRICANE PREPAREDNESS	0.00
	Operating Expenses	<u>464,700.00</u>
500-1330-591150	LEASE PRINCIPAL	8,100.00
	Capital Lease Expense	<u>8,100.00</u>
500-1330-542200	VEHICLES	30,000.00

500-1330-542400	COMPUTERS AND SOFTWARE	128,000.00
	Capital Expenditures	<u>158,000.00</u>
	Administrative Svcs Expenses	<u>1,816,800.00</u>
500-1510-511100	REGULAR WAGES	489,000.00
500-1510-511300	OVERTIME	1,200.00
500-1510-511350	DEDUCTIBLE REIMBURSEMENT	0.00
500-1510-512100	GROUP INSURANCE	1,780,000.00
500-1510-512110	OTHER GROUP INSURANCE	85,000.00
500-1510-512200	FICA EXPENSE	30,400.00
500-1510-512220	EMERGENCY SICK LEAVE TAX CREDIT	0.00
500-1510-512230	EMERGENCY MEDICARE TAX CREDIT	0.00
500-1510-512300	MEDICARE EXPENSE	7,100.00
500-1510-512400	PENSION EXPENSE	41,300.00
500-1510-512500	WORKERS COMPENSATION	500.00
500-1510-512900	OTHER EMPLOYEE BENEFITS - FINANCE	1,800.00
	Personnel Expense	<u>2,436,300.00</u>
500-1510-521110	PERSONNEL ADMINISTRATION	160,000.00
500-1510-521111	BILL PRINTING AND MAILING	35,000.00
500-1510-521112	OPERATING BANKING AND INVESTMENT FEES	250,000.00
500-1510-521113	RESERVE BANKING AND INVESTMENT FEES	30,000.00
500-1510-521212	DEBT COLLECTION	20,000.00
500-1510-521320	TECHNICAL SERVICES	2,000.00
500-1510-522110	CLEANING AND TRASH REMOVAL	0.00
500-1510-522210	PURCHASED BUILDING MAINTENANCE	0.00
500-1510-522220	PURCHASED EQUIPMENT REPAIRS	0.00
500-1510-523110	INSURANCE	100,000.00
500-1510-523120	INSURANCE EXPENSE	600.00
500-1510-523210	TELEPHONE	5,500.00
500-1510-523225	SOFTWARE LICENSING	22,500.00
500-1510-523230	POSTAGE	130,000.00
500-1510-523232	FREIGHT	50.00
500-1510-523610	DUES AND FEES	5,500.00
500-1510-523710	EDUCATION, TRAINING, AND TRAVEL	9,500.00
500-1510-523822	PERMITS AND FILING FEES	250.00
500-1510-523911	MAINTENANCE CONTRACTS	0.00
500-1510-531110	OFFICE SUPPLIES	5,000.00
500-1510-531122	EQUIPMENT PARTS AND SUPPLIES	0.00
500-1510-531123	GENERAL SUPPLIES	400.00
500-1510-531124	COMPUTER SUPPLIES	2,500.00
500-1510-531126	BUILDING MAINTENANCE SUPPLIES	0.00
500-1510-531220	NATURAL GAS	2,500.00
500-1510-531230	ELECTRICITY	50,000.00
500-1510-531710	DAMAGE CLAIMS	0.00
500-1510-531810	LATE FEES	0.00
	Operating Expenses	<u>831,300.00</u>

500-1510-591150	LEASE PRINCIPAL	4,000.00
	Capital Lease Expense	<u>4,000.00</u>
	Capital Expenditures	<u>0.00</u>
	Finance Expenses	<u><u>3,271,600.00</u></u>
500-1520-511100	REGULAR WAGES	1,021,100.00
500-1520-511300	OVERTIME	15,000.00
500-1520-511350	DEDUCTIBLE REIMBURSEMENT	0.00
500-1520-512200	FICA EXPENSE	64,200.00
500-1520-512300	MEDICARE EXPENSE	15,000.00
500-1520-512400	PENSION EXPENSE	89,300.00
500-1520-512500	WORKERS COMPENSATION	24,200.00
500-1520-512900	OTHER EMPLOYEE BENEFITS - PLANNING	2,700.00
500-1520-513000	TEMPORARY SERVICES	0.00
500-1520-513100	EMPLOYEE RELATIONS EXPENSE	500.00
500-1520-521110	PERSONNEL ADMINISTRATION	0.00
	Personnel Expense	<u>1,232,000.00</u>
500-1520-521310	ENGINEERING	5,000.00
500-1520-521320	TECHNICAL SERVICES	2,700.00
500-1520-522220	PURCHASED EQUIPMENT REPAIRS	1,000.00
500-1520-522230	PURCHASED VEHICLE REPAIR	9,900.00
500-1520-523210	TELEPHONE	6,000.00
500-1520-523225	SOFTWARE LICENSING	30,000.00
500-1520-523230	POSTAGE	250.00
500-1520-523232	FREIGHT	250.00
500-1520-523410	PRINTING AND BINDING	2,500.00
500-1520-523520	FOOD/MEALS/LUNCHEONS	500.00
500-1520-523610	DUES AND FEES	2,300.00
500-1520-523620	SUBSCRIPTIONS AND PERIODICALS	400.00
500-1520-523710	EDUCATION, TRAINING, AND TRAVEL	50,000.00
500-1520-523810	LICENSES	1,300.00
500-1520-523822	PERMITS AND FILING FEES	1,200.00
500-1520-531110	OFFICE SUPPLIES	5,000.00
500-1520-531120	AUTO PARTS AND TIRES	1,000.00
500-1520-531122	EQUIPMENT PARTS AND SUPPLIES	2,000.00
500-1520-531123	GENERAL SUPPLIES	4,000.00
500-1520-531124	COMPUTER SUPPLIES	6,300.00
500-1520-531125	UNIFORMS AND SAFETY SUPPLIES	4,000.00
500-1520-531270	GASOLINE AND DIESEL	20,000.00
500-1520-531610	SMALL EQUIPMENT	6,000.00
	Operating Expenses	<u>161,600.00</u>
500-1520-591150	LEASE PRINCIPAL	6,500.00
	Capital Lease Expense	<u>6,500.00</u>
500-1520-542200	VEHICLES	45,400.00

	Capital Expenditures	45,400.00
	Planning and Construction Expenses	1,445,500.00
500-1530-511100	REGULAR WAGES	450,600.00
500-1530-511300	OVERTIME	15,000.00
500-1530-511350	DEDUCTIBLE REIMBURSEMENT	0.00
500-1530-512200	FICA EXPENSE	28,900.00
500-1530-512300	MEDICARE EXPENSE	6,800.00
500-1530-512400	PENSION EXPENSE	41,500.00
500-1530-512500	WORKERS COMPENSATION	10,900.00
500-1530-512900	OTHER EMPLOYEE BENEFITS - PROCUREMENT	1,400.00
500-1530-521110	PERSONNEL ADMINISTRATION	0.00
	Personnel Expense	555,100.00
500-1530-521320	TECHNICAL SERVICES	6,700.00
500-1530-522210	PURCHASED BUILDING MAINTENANCE	12,000.00
500-1530-522230	PURCHASED VEHICLE REPAIR	4,200.00
500-1530-523210	TELEPHONE	5,000.00
500-1530-523225	SOFTWARE LICENSING	7,000.00
500-1530-523230	POSTAGE	500.00
500-1530-523232	FREIGHT	200.00
500-1530-523320	ADVERTISEMENTS	3,600.00
500-1530-523410	PRINTING AND BINDING	0.00
500-1530-523610	DUES AND FEES	2,100.00
500-1530-523620	SUBSCRIPTIONS AND PERIODICALS	0.00
500-1530-523710	EDUCATION, TRAINING, AND TRAVEL	9,600.00
500-1530-523810	LICENSES	200.00
500-1530-523911	MAINTENANCE CONTRACTS	300,000.00
500-1530-531110	OFFICE SUPPLIES	3,000.00
500-1530-531120	AUTO PARTS AND TIRES	1,500.00
500-1530-531122	EQUIPMENT PARTS AND SUPPLIES	3,000.00
500-1530-531123	GENERAL SUPPLIES	6,500.00
500-1530-531124	COMPUTER SUPPLIES	6,000.00
500-1530-531125	UNIFORMS AND SAFETY SUPPLIES	2,000.00
500-1530-531126	BUILDING MAINTENANCE SUPPLIES	600.00
500-1530-531270	GASOLINE AND DIESEL	4,200.00
500-1530-531610	SMALL EQUIPMENT	1,200.00
500-1530-531810	LATE FEES	0.00
	Operating Expenses	379,100.00
500-1530-591150	LEASE PRINCIPAL	2,000.00
	Capital Lease Expense	2,000.00
500-1530-542100	MACHINERY AND EQUIPMENT	0.00
500-1530-542300	FURNITURE & FIXTURES	0.00
500-1530-542400	COMPUTERS AND SOFTWARE	0.00
	Capital Expenditures	0.00

Purchasing Expenses**936,200.00**

500-4331-511100	REGULAR WAGES	1,775,100.00
500-4331-511300	OVERTIME	125,000.00
500-4331-511350	DEDUCTIBLE REIMBURSEMENT	0.00
500-4331-512200	FICA EXPENSE	117,800.00
500-4331-512300	MEDICARE EXPENSE	27,600.00
500-4331-512400	PENSION EXPENSE	159,100.00
500-4331-512500	WORKERS COMPENSATION	71,600.00
500-4331-512900	OTHER EMPLOYEE BENEFITS - SP&M	7,900.00
500-4331-521110	PERSONNEL ADMINISTRATION	0.00
	Personnel Expense	<u>2,284,100.00</u>
500-4331-521320	TECHNICAL SERVICES	45,000.00
500-4331-522210	PURCHASED BUILDING MAINTENANCE	25,000.00
500-4331-522220	PURCHASED EQUIPMENT REPAIRS	75,000.00
500-4331-522230	PURCHASED VEHICLE REPAIR	75,000.00
500-4331-522240	PURCHASED INFRASTRUCTURE REPAIR	0.00
500-4331-522250	PURCHASED SCADA SERVICES/MAINT	0.00
500-4331-522312	OTHER RENTAL	0.00
500-4331-522320	EQUIPMENT RENTALS	12,000.00
500-4331-523210	TELEPHONE	75,000.00
500-4331-523225	SOFTWARE LICENSING	36,000.00
500-4331-523230	POSTAGE	1,500.00
500-4331-523232	FREIGHT	5,000.00
500-4331-523610	DUES AND FEES	1,200.00
500-4331-523710	EDUCATION, TRAINING, AND TRAVEL	40,000.00
500-4331-523810	LICENSES	1,500.00
500-4331-523911	MAINTENANCE CONTRACTS	40,000.00
500-4331-531110	OFFICE SUPPLIES	10,000.00
500-4331-531120	AUTO PARTS AND TIRES	1,000.00
500-4331-531122	EQUIPMENT PARTS AND SUPPLIES	50,000.00
500-4331-531123	GENERAL SUPPLIES	30,000.00
500-4331-531124	COMPUTER SUPPLIES	20,000.00
500-4331-531125	UNIFORMS AND SAFETY SUPPLIES	40,000.00
500-4331-531126	BUILDING MAINTENANCE SUPPLIES	5,000.00
500-4331-531153	FITTINGS	0.00
500-4331-531155	METERS	0.00
500-4331-531166	Inventory Control	0.00
500-4331-531270	GASOLINE AND DIESEL	120,000.00
500-4331-531610	SMALL EQUIPMENT	50,000.00
500-4331-531650	HURRICANE PREPAREDNESS	120,000.00
500-4331-531810	LATE FEES	0.00
500-4333-521320	TECHNICAL SERVICES	25,000.00
500-4333-522240	PURCHASED INFRASTRUCTURE REPAIR	500,000.00
500-4333-523232	FREIGHT	0.00
500-4333-531123	GENERAL SUPPLIES	24,000.00
500-4333-531139	OTHER CHEMICALS - COLLECTION	100.00

500-4333-531151	MANHOLES	25,000.00
500-4333-531152	MANHOLE LININGS	5,000.00
500-4333-531153	FITTINGS	40,000.00
500-4333-531154	PIPE	20,000.00
500-4334-522210	PURCHASED BUILDING MAINTENANCE	50,000.00
500-4334-522220	PURCHASED EQUIPMENT REPAIRS	100,000.00
500-4334-522250	PURCHASED SCADA SERVICES/MAINT	100,000.00
500-4334-522260	PURCHASED ELECTRICAL SERVICES/MAINT	100,000.00
500-4334-522312	OTHER RENTAL	1,200.00
500-4334-523232	FREIGHT	5,000.00
500-4334-531122	EQUIPMENT PARTS AND SUPPLIES	7,500.00
500-4334-531123	GENERAL SUPPLIES	10,000.00
500-4334-531126	BUILDING MAINTENANCE SUPPLIES	1,000.00
500-4334-531136	ODOR AND H2S - LIFT STATIONS	50,000.00
500-4334-531153	FITTINGS	75,000.00
500-4334-531154	PIPE	10,000.00
500-4334-531162	PUMPS AND PUMP PARTS	150,000.00
500-4334-531163	ELECTRICAL PARTS	100,000.00
500-4334-531230	ELECTRICITY	500,000.00
	Operating Expenses	<u>2,777,000.00</u>
500-4331-591150	LEASE PRINCIPAL	455,000.00
	Capital Lease Expense	<u>455,000.00</u>
500-4331-542100	MACHINERY AND EQUIPMENT	350,000.00
500-4331-542200	VEHICLES	0.00
	Capital Expenditures	<u>350,000.00</u>
	Systems Pumping and Maintenance Expense	<u><u>5,866,100.00</u></u>
500-4335-511100	REGULAR WAGES	1,363,900.00
500-4335-511300	OVERTIME	200,000.00
500-4335-511350	DEDUCTIBLE REIMBURSEMENT	0.00
500-4335-512200	FICA EXPENSE	97,000.00
500-4335-512300	MEDICARE EXPENSE	22,700.00
500-4335-512400	PENSION EXPENSE	133,300.00
500-4335-512500	WORKERS COMPENSATION	23,800.00
500-4335-512900	OTHER EMPLOYEE BENEFITS - TREATMENT	5,000.00
500-4335-513000	TEMPORARY SERVICES	0.00
500-4335-521110	PERSONNEL ADMINISTRATION	0.00
	Personnel Expense	<u>1,845,700.00</u>
500-4335-521320	TECHNICAL SERVICES	2,500.00
500-4335-522210	PURCHASED BUILDING MAINTENANCE	0.00
500-4335-522220	PURCHASED EQUIPMENT REPAIRS	0.00
500-4335-522230	PURCHASED VEHICLE REPAIR	20,000.00
500-4335-523210	TELEPHONE	30,000.00
500-4335-523225	SOFTWARE LICENSING	5,200.00
500-4335-523230	POSTAGE	500.00

500-4335-523232	FREIGHT	2,000.00
500-4335-523510	TRAVEL	0.00
500-4335-523610	DUES AND FEES	2,000.00
500-4335-523710	EDUCATION, TRAINING, AND TRAVEL	10,000.00
500-4335-523810	LICENSES	2,000.00
500-4335-523911	MAINTENANCE CONTRACTS	0.00
500-4335-531110	OFFICE SUPPLIES	7,500.00
500-4335-531120	AUTO PARTS AND TIRES	3,000.00
500-4335-531121	LAB SUPPLIES	0.00
500-4335-531122	EQUIPMENT PARTS AND SUPPLIES	2,000.00
500-4335-531123	GENERAL SUPPLIES	15,000.00
500-4335-531124	COMPUTER SUPPLIES	10,000.00
500-4335-531125	UNIFORMS AND SAFETY SUPPLIES	8,000.00
500-4335-531126	BUILDING MAINTENANCE SUPPLIES	0.00
500-4335-531127	COMMUNICATION SUPPLIES	0.00
500-4335-531131	OXYGEN - TREATMENT	0.00
500-4335-531132	SULFUR DIOXIDE - TREATMENT	0.00
500-4335-531166	Inventory Control	0.00
500-4335-531220	NATURAL GAS	0.00
500-4335-531270	GASOLINE AND DIESEL	25,000.00
500-4335-531610	SMALL EQUIPMENT	0.00
500-4337-521310	ENGINEERING	0.00
500-4337-521320	TECHNICAL SERVICES	100,000.00
500-4337-522210	PURCHASED BUILDING MAINTENANCE	20,000.00
500-4337-522220	PURCHASED EQUIPMENT REPAIRS	175,000.00
500-4337-522250	PURCHASED SCADA SERVICES/MAINT	0.00
500-4337-522260	PURCHASED ELECTRICAL SERVICES/MAINT	50,000.00
500-4337-522320	EQUIPMENT RENTALS	10,000.00
500-4337-523232	FREIGHT	15,000.00
500-4337-523911	MAINTENANCE CONTRACTS	5,000.00
500-4337-531121	LAB SUPPLIES	40,000.00
500-4337-531122	EQUIPMENT PARTS AND SUPPLIES	125,000.00
500-4337-531123	GENERAL SUPPLIES	1,000.00
500-4337-531125	UNIFORMS AND SAFETY SUPPLIES	0.00
500-4337-531126	BUILDING MAINTENANCE SUPPLIES	5,000.00
500-4337-531130	BIOSOLIDS REMOVAL & RESIDUALS	200,000.00
500-4337-531131	OXYGEN	800,000.00
500-4337-531132	SULFUR DIOXIDE	30,000.00
500-4337-531133	POLYMERS	50,000.00
500-4337-531134	CHLORINE	85,000.00
500-4337-531136	ODOR AND H2S	0.00
500-4337-531139	OTHER CHEMICALS	25,000.00
500-4337-531153	FITTINGS	5,000.00
500-4337-531154	PIPE	500.00
500-4337-531157	HEADWORKS	0.00
500-4337-531158	CLARIFIERS	0.00
500-4337-531159	DIGESTERS	0.00
500-4337-531160	SEPTIC RECEIVING STATION	0.00
500-4337-531161	SLUDGE DRYER	0.00

500-4337-531162	PUMPS AND PUMP PARTS	50,000.00
500-4337-531163	ELECTRICAL PARTS	15,000.00
500-4337-531164	BELT PRESS	0.00
500-4337-531165	AERATION BASIN	0.00
500-4337-531220	NATURAL GAS	100,000.00
500-4337-531230	ELECTRICITY	400,000.00
500-4337-531270	GASOLINE AND DIESEL	5,000.00
500-4337-531610	SMALL EQUIPMENT	10,000.00
500-4338-521320	TECHNICAL SERVICES	50,000.00
500-4338-522210	PURCHASED BUILDING MAINTENANCE	15,000.00
500-4338-522220	PURCHASED EQUIPMENT REPAIRS	50,000.00
500-4338-522250	PURCHASED SCADA SERVICES/MAINT	0.00
500-4338-522260	PURCHASED ELECTRICAL SERVICES/MAINT	10,000.00
500-4338-522320	EQUIPMENT RENTALS	2,500.00
500-4338-523232	FREIGHT	3,000.00
500-4338-523911	MAINTENANCE CONTRACTS	7,000.00
500-4338-531121	LAB SUPPLIES	10,000.00
500-4338-531122	EQUIPMENT PARTS AND SUPPLIES	50,000.00
500-4338-531123	GENERAL SUPPLIES	200.00
500-4338-531125	UNIFORMS AND SAFETY SUPPLIES	0.00
500-4338-531126	BUILDING MAINTENANCE SUPPLIES	2,000.00
500-4338-531130	BIOSOLIDS REMOVAL & RESIDUALS	50,000.00
500-4338-531133	POLYMERS	15,000.00
500-4338-531153	FITTINGS	1,000.00
500-4338-531157	HEADWORKS	0.00
500-4338-531158	CLARIFIERS	0.00
500-4338-531159	DIGESTERS	0.00
500-4338-531160	SEPTIC RECEIVING STATION	0.00
500-4338-531162	PUMPS AND PUMP PARTS	30,000.00
500-4338-531163	ELECTRICAL PARTS	7,500.00
500-4338-531164	BELT PRESS	0.00
500-4338-531165	AERATION BASIN	0.00
500-4338-531220	NATURAL GAS	10,000.00
500-4338-531230	ELECTRICITY	175,000.00
500-4338-531270	GASOLINE AND DIESEL	3,000.00
500-4338-531610	SMALL EQUIPMENT	2,000.00
500-4339-521320	TECHNICAL SERVICES	35,000.00
500-4339-522210	PURCHASED BUILDING MAINTENANCE	5,000.00
500-4339-522220	PURCHASED EQUIPMENT REPAIRS	20,000.00
500-4339-522250	PURCHASED SCADA SERVICES/MAINT	0.00
500-4339-522260	PURCHASED ELECTRICAL SERVICES/MAINT	5,000.00
500-4339-522320	EQUIPMENT RENTALS	2,500.00
500-4339-523232	FREIGHT	1,000.00
500-4339-523911	MAINTENANCE CONTRACTS	5,000.00
500-4339-531121	LAB SUPPLIES	6,000.00
500-4339-531122	EQUIPMENT PARTS AND SUPPLIES	25,000.00
500-4339-531123	GENERAL SUPPLIES	0.00
500-4339-531125	UNIFORMS AND SAFETY SUPPLIES	0.00
500-4339-531126	BUILDING MAINTENANCE SUPPLIES	1,000.00

500-4339-531130	BIOSOLIDS REMOVAL & RESIDUALS	15,000.00
500-4339-531133	POLYMERS	5,000.00
500-4339-531139	OTHER CHEMICALS	5,000.00
500-4339-531153	FITTINGS	1,000.00
500-4339-531157	HEADWORKS	0.00
500-4339-531158	CLARIFIERS	0.00
500-4339-531159	DIGESTERS	0.00
500-4339-531162	PUMPS AND PUMP PARTS	5,000.00
500-4339-531163	ELECTRICAL PARTS	5,000.00
500-4339-531164	BELT PRESS	0.00
500-4339-531230	ELECTRICITY	70,000.00
500-4339-531270	GASOLINE AND DIESEL	2,500.00
	Operating Expenses	<u>3,173,400.00</u>
500-4335-542100	MACHINERY AND EQUIPMENT	330,000.00
500-4335-542200	VEHICLES	0.00
500-4337-542100	MACHINERY AND EQUIPMENT	0.00
500-4338-542100	MACHINERY AND EQUIPMENT	0.00
	Capital Expenditures	<u>330,000.00</u>
	Wastewater Treatment Expense	<u>5,349,100.00</u>
500-4336-521320	TECHNICAL SERVICES	20,000.00
500-4336-522220	PURCHASED EQUIPMENT REPAIRS	0.00
500-4336-522230	PURCHASED VEHICLE REPAIR	1,500.00
500-4336-523210	TELEPHONE	600.00
500-4336-523225	SOFTWARE LICENSING	2,500.00
500-4336-523230	POSTAGE	200.00
500-4336-523232	FREIGHT	0.00
500-4336-523310	PUBLIC EDUCATION	1,500.00
500-4336-523320	ADVERTISEMENTS	200.00
500-4336-523410	PRINTING AND BINDING	0.00
500-4336-523610	DUES AND FEES	150.00
500-4336-523710	EDUCATION, TRAINING, AND TRAVEL	2,500.00
500-4336-531110	OFFICE SUPPLIES	1,000.00
500-4336-531120	AUTO PARTS AND TIRES	250.00
500-4336-531122	EQUIPMENT PARTS AND SUPPLIES	500.00
500-4336-531123	GENERAL SUPPLIES	1,000.00
500-4336-531124	COMPUTER SUPPLIES	2,000.00
500-4336-531125	UNIFORMS AND SAFETY SUPPLIES	250.00
500-4336-531126	BUILDING MAINTENANCE SUPPLIES	0.00
500-4336-531163	ELECTRICAL PARTS	0.00
500-4336-531610	SMALL EQUIPMENT	250.00
	Operating Expenses	<u>34,400.00</u>
	Capital Expenditures	<u>0.00</u>
	Pretreatment Expense	<u>34,400.00</u>

500-4300-523110	INSURANCE	228,700.00
500-4300-523830	FINES & PENALTIES	0.00
500-4300-531710	DAMAGE CLAIMS	0.00
	General Sewer Expenses	228,700.00
500-4430-511100	REGULAR WAGES	289,600.00
500-4430-511300	OVERTIME	15,000.00
500-4430-511350	DEDUCTIBLE REIMBURSEMENT	0.00
500-4430-512200	FICA EXPENSE	18,900.00
500-4430-512300	MEDICARE EXPENSE	4,400.00
500-4430-512400	PENSION EXPENSE	23,800.00
500-4430-512500	WORKERS COMPENSATION	8,700.00
500-4430-512900	OTHER EMPLOYEE BENEFITS - PRODUCTION	1,100.00
500-4430-521110	PERSONNEL ADMINISTRATION	0.00
	Personnel Expense	361,500.00
500-4430-521320	TECHNICAL SERVICES	67,000.00
500-4430-522210	PURCHASED BUILDING MAINTENANCE	9,000.00
500-4430-522220	PURCHASED EQUIPMENT REPAIRS	35,000.00
500-4430-522230	PURCHASED VEHICLE REPAIR	5,000.00
500-4430-522240	PURCHASED INFRASTRUCTURE REPAIR	55,000.00
500-4430-522250	PURCHASED SCADA SERVICES/MAINT	500.00
500-4430-522260	PURCHASED ELECTRICAL SERVICES/MAINT	5,000.00
500-4430-523210	TELEPHONE	12,000.00
500-4430-523225	SOFTWARE LICENSING	2,800.00
500-4430-523230	POSTAGE	1,500.00
500-4430-523232	FREIGHT	700.00
500-4430-523310	PUBLIC EDUCATION	1,500.00
500-4430-523320	ADVERTISEMENTS	500.00
500-4430-523610	DUES AND FEES	400.00
500-4430-523710	EDUCATION, TRAINING, AND TRAVEL	9,500.00
500-4430-523810	LICENSES	700.00
500-4430-523911	MAINTENANCE CONTRACTS	17,000.00
500-4430-531110	OFFICE SUPPLIES	1,500.00
500-4430-531120	AUTO PARTS AND TIRES	500.00
500-4430-531121	LAB SUPPLIES	16,000.00
500-4430-531122	EQUIPMENT PARTS AND SUPPLIES	2,000.00
500-4430-531123	GENERAL SUPPLIES	1,000.00
500-4430-531124	COMPUTER SUPPLIES	2,000.00
500-4430-531125	UNIFORMS AND SAFETY SUPPLIES	6,200.00
500-4430-531126	BUILDING MAINTENANCE SUPPLIES	4,000.00
500-4430-531134	CHLORINE - PRODUCTION	50,500.00
500-4430-531137	PHOSOPHATE - PRODUCTION	115,000.00
500-4430-531153	FITTINGS	3,100.00
500-4430-531154	PIPE	1,000.00
500-4430-531155	METERS	12,500.00
500-4430-531162	PUMPS AND PUMP PARTS	3,000.00
500-4430-531163	ELECTRICAL PARTS	8,300.00
500-4430-531220	NATURAL GAS	1,500.00

500-4430-531230	ELECTRICITY	430,000.00
500-4430-531270	GASOLINE AND DIESEL	18,000.00
500-4430-531610	SMALL EQUIPMENT	2,600.00
	Operating Expenses	<u>901,800.00</u>
500-4430-591150	LEASE PRINCIPAL	500.00
	Capital Lease Expense	<u>500.00</u>
500-4430-542200	VEHICLES	50,000.00
	Capital Expenditures	<u>50,000.00</u>
	Water Production Expenses	<u>1,313,800.00</u>
500-4440-511100	REGULAR WAGES	797,500.00
500-4440-511300	OVERTIME	100,000.00
500-4440-511350	DEDUCTIBLE REIMBURSEMENT	0.00
500-4440-512200	FICA EXPENSE	55,600.00
500-4440-512300	MEDICARE EXPENSE	13,000.00
500-4440-512400	PENSION EXPENSE	74,700.00
500-4440-512500	WORKERS COMPENSATION	39,100.00
500-4440-512900	OTHER EMPLOYEE BENEFITS - DISTRIBUTION	3,200.00
500-4440-521110	PERSONNEL ADMINISTRATION	0.00
	Personnel Expense	<u>1,083,100.00</u>
500-4440-521320	TECHNICAL SERVICES	11,000.00
500-4440-522210	PURCHASED BUILDING MAINTENANCE	5,000.00
500-4440-522220	PURCHASED EQUIPMENT REPAIRS	20,000.00
500-4440-522230	PURCHASED VEHICLE REPAIR	25,000.00
500-4440-522240	PURCHASED INFRASTRUCTURE REPAIR	125,000.00
500-4440-522320	EQUIPMENT RENTALS	1,000.00
500-4440-523210	TELEPHONE	13,500.00
500-4440-523225	SOFTWARE LICENSING	13,000.00
500-4440-523230	POSTAGE	0.00
500-4440-523232	FREIGHT	800.00
500-4440-523610	DUES AND FEES	0.00
500-4440-523710	EDUCATION, TRAINING, AND TRAVEL	6,500.00
500-4440-523810	LICENSES	1,300.00
500-4440-531110	OFFICE SUPPLIES	1,000.00
500-4440-531120	AUTO PARTS AND TIRES	5,000.00
500-4440-531122	EQUIPMENT PARTS AND SUPPLIES	6,000.00
500-4440-531123	GENERAL SUPPLIES	25,000.00
500-4440-531124	COMPUTER SUPPLIES	2,000.00
500-4440-531125	UNIFORMS AND SAFETY SUPPLIES	15,000.00
500-4440-531126	BUILDING MAINTENANCE SUPPLIES	1,500.00
500-4440-531127	COMMUNICATION SUPPLIES	0.00
500-4440-531150	METER AND VALVE VAULTS	0.00
500-4440-531153	FITTINGS	200,000.00
500-4440-531154	PIPE	10,000.00
500-4440-531155	METERS	180,000.00

500-4440-531156	FIRE HYDRANTS	35,000.00
500-4440-531166	Inventory Control	0.00
500-4440-531220	NATURAL GAS	2,200.00
500-4440-531230	ELECTRICITY	4,500.00
500-4440-531270	GASOLINE AND DIESEL	40,000.00
500-4440-531610	SMALL EQUIPMENT	15,000.00
	Operating Expenses	<u>764,300.00</u>
500-4440-591150	LEASE PRINCIPAL	1,300.00
	Capital Lease Expense	<u>1,300.00</u>
500-4440-542100	MACHINERY AND EQUIPMENT	107,500.00
500-4440-542200	VEHICLES	0.00
	Capital Expenditures	<u>107,500.00</u>
	Water Distribution Expense	<u>1,956,200.00</u>
500-4400-523110	INSURANCE	242,300.00
500-4400-531710	DAMAGE CLAIMS	0.00
	General Water Expenses	<u>242,300.00</u>
	Total Operating Expenses	<u>23,555,800.00</u>
	Net Operating Revenue	<u>10,844,200.00</u>
500-1510-574000	BAD DEBT EXPENSE - FINANCE	100,000.00
	Bad Debt Expense	<u>100,000.00</u>
500-1320-582100	INTEREST EXPENSE	300.00
500-1330-582100	INTEREST EXPENSE	700.00
500-1510-582100	INTEREST EXPENSE	350.00
500-1520-582100	INTEREST EXPENSE	550.00
500-1530-582100	INTEREST EXPENSE	200.00
500-4300-582100	INTEREST EXPENSE - SEWER	539,700.00
500-4331-582100	INTEREST EXPENSE	12,400.00
500-4400-582100	INTEREST EXPENSE - WATER	265,900.00
500-4430-582100	INTEREST EXPENSE	100.00
500-4440-582100	INTEREST EXPENSE	200.00
	Interest Expense	<u>820,400.00</u>
	Net Revenue Before Other Cash Requirements	<u>9,923,800.00</u>
500-4300-591100	DEBT PRINCIPAL	1,437,150.00
500-4400-591100	DEBT PRINCIPAL	707,850.00
	Debt Principal	<u>2,145,000.00</u>
500-4300-591200	REPAIR AND REPLACEMENT RESERVE	3,739,400.00
500-4400-591200	REPAIR AND REPLACEMENT RESERVE	3,739,400.00
	Repair & Replacement Reserve	<u>7,478,800.00</u>

500-4300-591300	CAPITAL RESERVE	180,000.00
500-4400-591300	CAPITAL RESERVE	120,000.00
	Capital Reserve	<u>300,000.00</u>
	Total Principal and Reserves	<u>9,923,800.00</u>
	Net Budget	<u>0.00</u>
500-4300-344261	CAPITAL TAP FEES - ST SIMONS	0.00
500-4300-344262	CAPITAL TAP FEES - NO MAINLAND	0.00
500-4300-344263	CAPITAL TAP FEES - SO MAINLAND	0.00
500-4300-344269	CAPITAL TAP FEES - BRUNSWICK	0.00
500-4400-344261	CAPITAL TAP FEES - ST SIMONS	0.00
500-4400-344262	CAPITAL TAP FEES - NO MAINLAND	0.00
500-4400-344263	CAPITAL TAP FEES - SO MAINLAND	0.00
500-4400-344269	CAPITAL TAP FEES - BRUNSWICK	0.00
500-1510-392600	ARPA FUNDS 2021- GLYNN COUNTY	0.00
	Capital Fees and ARPA	<u>0.00</u>
	Net Revenue (Loss)	<u>0.00</u>

Brunswick-Glynn JWSC
Balance Sheet
June 30, 2021 and February 28, 2022

	June 30, 2021	February 28, 2022
CURRENT ASSETS		
Cash and Cash Equivalents	4,202,919	4,503,285
Bond Sinking Fund	624,795	2,171,642
Accounts Receivable (Net of Allowance for Bad Debts of \$218,898 and \$183,803)	1,560,661	1,400,729
Intergovernmental receivable	1,140,587	0
Interest Receivable	135,540	0
Unbilled Revenue	1,765,391	1,765,391
Prepaid Expenses	381,886	109,169
Inventory	1,365,754	1,408,666
Total Current Assets	11,177,533	11,358,882
RESTRICTED CASH ACCOUNTS		
JWSC Reserves	33,176,231	38,582,778
Capital Reserves	8,565,720	8,570,454
SPLOST Account	7,487,976	1,827,780
Trustee Held Funds	11,122	15,595,354
Customer Deposit Reserve	2,588,435	2,572,636
Total Restricted Cash	51,829,484	67,149,002
CAPITAL ASSETS		
Fixed Assets (Net of Depreciation of \$136,740,068 and \$140,646,780)	121,068,836	120,136,814
Construction In Progress	21,197,767	33,827,201
Total Capital Assets	142,266,603	153,964,015
DEFERRED ASSETS		
Total Deferred Pension Outflows	1,294,203	1,294,203
Deferred On 2010C Bond Refunding	1,074,881	2,369,084
	2,369,084	1,350,014
TOTAL ASSETS	207,642,704	235,116,116
CURRENT LIABILITIES		
Bond Premium	0	146,860
Accounts Payable	2,971,877	621,727
Accrued Salaries and Vacation	750,235	353,815
Accrued Liabilities	204,469	187,932
Unearned Revenue	0	2,000,000
Retainage Payable	692,615	1,295,795
Interest Payable	86,108	372,109
Short-Term Portion of Debt	2,563,592	2,139,204
Total Current Liabilities	7,268,896	7,117,442
LONG-TERM DEBT		
Long-Term Portion of Bonds Payable	27,738,000	43,553,000
Long-Term Portion of Capital Leases	312,647	312,647
Long-Term Portion of GEFA Loans Payable	5,843,038	11,584,356
Total Long-Term Debt	33,893,685	55,450,003

OTHER LIABILITIES

Customer Deposits Payable	2,536,761	2,584,622
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NET PENSION LIABILITY

Total Deferred Pension Inflows	313,415	313,415
Net Pension Liability	<u>2,856,076</u>	<u>2,556,076</u>
	3,169,491	2,869,491

TOTAL LIABILITIES

	<u>46,868,833</u>	<u>68,021,558</u>
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NET POSITION

Net Investment In Capital Assets	84,611,559	62,547,607
Restricted For Debt Service	635,917	17,766,996
Restricted For Capital Projects	49,229,927	48,981,012
Restricted Customer Deposits	2,588,435	2,572,636
Unrestricted	<u>23,708,033</u>	<u>35,226,307</u>
	<u>160,773,871</u>	<u>167,094,558</u>

Net Investment In Capital Assets

Capital Assets (Net of Depreciation)	121,068,836	120,136,814
Short-Term Portion of Debt	(2,563,592)	(2,139,204)
Long-Term Portion of Bonds Payable	(27,738,000)	(43,553,000)
Long-Term Portion of Capital Leases	(312,647)	(312,647)
Long-Term Portion of GEFA Loans Payable	<u>(5,843,038)</u>	<u>(11,584,356)</u>
	<u>84,611,559</u>	<u>62,547,607</u>

Restricted For Debt Service

Bond Sinking Fund	624,795	2,171,642
Trustee Held Service Reserves	<u>11,122</u>	<u>15,595,354</u>
	<u>635,917</u>	<u>17,766,996</u>

Restricted (Legal & Elective)

R&R, Capital, Operating, Group Insurance	33,176,231	38,582,778
Capital Improvement Fees	8,565,720	8,570,454
SPLOST	<u>7,487,976</u>	<u>1,827,780</u>
	<u>49,229,927</u>	<u>48,981,012</u>

Restricted Customer Deposits

	<u>2,588,435</u>	<u>2,572,636</u>
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Unrestricted

Total Assets	207,642,704	235,116,116
Less: Total Liabilities	(46,868,833)	(68,021,558)
Less: Total Restricted	<u>(137,065,838)</u>	<u>(131,868,251)</u>
	<u>23,708,033</u>	<u>35,226,307</u>

Brunswick-Glynn JWSC
 Combined Revenue Statement
 Summary Revenue
 For the Eight Months Ended February 28, 2022

	FY21 Total Expenses	FY21 YTD - Feb	FY22 Budget Amended	FY22 YTD Budget - 8 mths	FY22 YTD Expenses - 8 mths	FY 22 YTD Purch. Orders	FY 22 YTD Expenses + POs	Over/Under Budget YTD	YTD %
Sewer Revenues	13,472,399	9,020,842	14,125,000	9,416,667	9,500,688	0	9,500,688	84,022	101
Water Revenues	6,336,864	4,268,137	6,400,000	4,266,667	4,333,586	0	4,333,586	66,919	102
Debt Charges	4,391,841	2,926,984	4,370,000	2,913,333	2,969,982	0	2,969,982	56,649	102
Administrative Fees	6,353,456	4,230,639	6,300,000	4,200,000	4,286,111	0	4,286,111	86,111	102
Planning & Construction Fees	23,974	16,399	35,000	23,333	14,450	0	14,450	(8,883)	62
Interest Income	4,759	282,258	300,000	200,000	266,967	0	266,967	66,967	133
Other Income	2,639,659	1,409,642	1,770,000	1,180,000	1,560,590	0	1,560,590	380,590	132
OPERATING REVENUES	33,222,951	22,154,901	33,300,000	22,200,000	22,932,374	0	22,932,374	732,374	103
Governing Body Expenses	174,698	120,487	299,150	199,433	68,020	0	68,020	131,414	34
Personnel Expenses	10,970,626	6,998,737	11,725,050	7,816,700	6,958,622	0	6,958,622	858,079	89
Operating Expenses	8,949,263	5,130,933	9,942,870	6,628,581	6,124,230	825,775	6,950,005	(321,425)	105
Capital Costs	495,744	396,792	696,000	464,000	324,463	337,849	662,312	(198,312)	143
OPERATING EXPENSES	20,590,331	12,646,950	22,663,070	15,108,714	13,475,335	1,163,624	14,638,959	469,755	97
Net Operating Revenue	12,632,621	9,507,950	10,636,930	7,091,286	9,457,039	(1,163,624)	8,293,415	1,202,130	
Bad Debt Expense	103,098	(98,227)	280,000	186,667	133,115	0	133,115	53,552	
Interest Expense	940,356	623,743	880,630	587,087	731,255	0	731,255	(144,169)	
Debt Principal	2,035,667	1,354,000	2,087,000	1,391,333	1,391,333	0	1,391,333	0	
Reserve Transfers	7,110,000	4,740,000	7,389,300	4,926,200	4,926,200	0	4,926,200	0	
Net Revenue (Loss) Before Capital Fees	2,443,500	2,888,435	0	0	2,275,136	(1,163,624)	1,111,512	1,111,513	
Capital Improvement Fees	1,962,860	803,320	0	0	1,150,340	0	1,150,340	(1,150,340)	
Capital Fees	1,962,860	803,320	0	0	1,150,340	0	1,150,340	(1,150,340)	
Net Revenues	4,406,360	3,691,755	0	0	3,425,476	(1,163,624)	2,261,852	2,261,853	

Brunswick-Glynn JWSC
 Combined Revenue Statement
 Expenses By Division
 For the Eight Months Ended February 28, 2022

	FY21 Total Expenses	FY21 YTD - Feb	FY22 Budget Amended	FY22 YTD Budget - 8 mths	FY22 YTD Expenses - 8 mths	FY 22 YTD Purch. Orders	FY 22 YTD Expenses + POs	Over/Under Budget YTD	YTD %
Sewer Revenues	13,472,399	9,020,842	14,125,000	9,416,667	9,500,688	0	9,500,688	84,022	101
Water Revenues	6,336,864	4,268,137	6,400,000	4,266,667	4,333,586	0	4,333,586	66,919	102
Debt Charges	4,391,841	2,926,984	4,370,000	2,913,333	2,969,982	0	2,969,982	56,649	102
Administrative Fees	6,353,456	4,230,639	6,300,000	4,200,000	4,286,111	0	4,286,111	86,111	102
Planning & Construction Fees	23,974	16,399	35,000	23,333	14,450	0	14,450	(8,883)	62
Interest Income	4,759	282,258	300,000	200,000	266,967	0	266,967	66,967	133
Other Income	2,639,659	1,409,642	1,770,000	1,180,000	1,560,590	0	1,560,590	380,590	132
OPERATING REVENUES	33,222,951	22,154,901	33,300,000	22,200,000	22,932,374	0	22,932,374	732,374	103
Governing Body	174,698	120,487	299,150	199,433	68,020	0	68,020	131,414	34
Office of the Director	829,139	554,405	848,420	565,614	465,517	34,227	499,744	65,870	88
Administration	1,591,717	996,020	1,613,200	1,075,467	1,041,577	36,956	1,078,533	(3,067)	100
Finance	2,944,244	1,756,373	3,383,600	2,255,733	1,838,559	532	1,839,091	416,642	82
Planning and Construction	1,218,327	749,208	1,398,250	932,167	825,872	121	825,993	106,174	89
Purchasing	831,000	510,446	897,650	598,433	546,788	49,828	596,617	1,817	100
Systems Pumping and Maintenance	5,158,769	3,075,267	5,849,800	3,899,867	3,121,929	419,575	3,541,504	358,363	91
Wastewater Treatment	4,569,359	2,827,832	4,801,900	3,201,267	3,318,722	310,952	3,629,674	(428,407)	113
Industrial Pretreatment	29,254	23,550	23,600	15,733	10,274	13,224	23,498	(7,765)	149
Water Production	1,238,055	811,693	1,291,500	861,000	859,960	144,955	1,004,915	(143,915)	117
Water Distribution	1,657,519	1,017,572	1,913,800	1,275,867	1,125,586	153,255	1,278,841	(2,974)	100
Property and Casualty Insurance	348,249	204,097	342,200	228,133	252,530	0	252,530	(24,396)	111
OPERATING EXPENSES	20,590,331	12,646,950	22,663,070	15,108,714	13,475,335	1,163,624	14,638,959	469,755	97.00
Net Operating Revenue	12,632,621	9,507,950	10,636,930	7,091,286	9,457,039	(1,163,624)	8,293,415	1,202,130	
Bad Debt Expense	103,098	(98,227)	280,000	186,667	133,115	0	133,115	53,552	
Interest Expense	940,356	623,743	880,630	587,087	731,255	0	731,255	(144,169)	
Debt Principal	2,035,667	1,354,000	2,087,000	1,391,333	1,391,333	0	1,391,333	0	
Reserve Transfers	7,110,000	4,740,000	7,389,300	4,926,200	4,926,200	0	4,926,200	0	
Net Revenue (Loss) Before Capital Fees	2,443,500	2,888,435	0	0	2,275,136	(1,163,624)	1,111,512	1,111,513	
Capital Improvement Fees	1,962,860	803,320	0	0	1,150,340	0	1,150,340	(1,150,340)	
Capital Fees	1,962,860	803,320	0	0	1,150,340	0	1,150,340	(1,150,340)	
Net Revenues	4,406,360	3,691,755	0	0	3,425,476	(1,163,624)	2,261,852	2,261,853	

Brunswick-Glynn Joint Water and Sewer Commission
Supplemental Schedule of Cash Balances

		2/28/22 Balance	Distribution of Funds			
			Trust Overnight Cash	Investment Accounts	Held By Trustee	Cash
Operating and Debt Service Cash Accounts						
Cash and Cash Equivalents						
Revenue Deposit Account	Cash account with BB&T earning daily market interest. All JWSC cash receipts are deposited to this account and then transferred.	4,395,698	4,395,698			
General Checking Account		63,440	63,440			
Payroll Checking Account		11,147	11,147			
Group Insurance - UHC		29,000	29,000			
Change and Petty Cash Accounts		4,000				4,000
		4,503,285	4,499,285	0	0	4,000
Bond Sinking Fund	Funds held by US Bank for payment to bondholders of the JWSC Revenue Bonds.	2,171,642			2,171,642	
Elective Reserves Established by the JWSC Commission						
Operating Reserve	Reserve established by the JWSC at the issuance of the 2010C Revenue Bonds. Originally targeted at 6 months of operating expenses, subsequently reduced to 4 months.	8,906,357	153,909	8,752,448		
Capital Reserve	Reserve established by the JWSC at the issuance of the 2010C Revenue Bonds. Funded in the amount of \$300,000 per year. Originally intended to be used to offset future borrowings.	3,639,442	479,952	3,159,490		
Repair and Replacement Reserve	Reserve established by the JWSC at the issuance of the 2010C Revenue Bonds. Funded in the amount of \$7.1M for FYE 2022. Utilized for the completion of infrastructure projects.	25,116,397	3,304,705	21,811,692		
Group Insurance Reserve	This reserve was originally established for expansion of the system. It has been redesignated for funding of the self-insured health benefits.	920,584	119,817	800,767		
		38,582,780	4,058,383	34,524,397	0	0

Other Available Reserves

Bond Trustee Reserves	Construction Fund and Debt Service Fund	<u><u>15,595,354</u></u>	15,595,354
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Legally Restricted Reserves

		<u>2/28/22 Balance</u>	<u>Distribution of Funds</u>			
			<u>Truist Overnight Cash</u>	<u>Investment Accounts</u>	<u>Held By Trustee</u>	<u>Cash</u>
Capital Improvement Fee Reserves	Reserves for the Capital Improvement Fees collected by District. Funds are utilized to complete expansion projects.	8,570,455	578,972	7,991,483		
SPLOST Account	BB&T cash account to physically separate SPLOST monies. Held in a both cash and investment funds.	1,827,780	250,673	1,577,107		
Customer Deposit Reserve	Monies held for deposits made by customers. The JWSC does not return interest earned on deposits per Water & Sewer Ordinance.	2,572,636	14,577	2,558,059		
		<u><u>12,970,871</u></u>	<u>844,222</u>	<u>12,126,649</u>		
Total		<u><u>\$ 73,823,932.00</u></u>				

		<u>Overnight Cash</u>	<u>Investments</u>	<u>Held by Trustees</u>	<u>Onsite Cash</u>
Cash and Cash Equivalents	4,503,285	4,499,285			4,000
Bond Sinking Fund	2,171,642			2,171,642	
Elective Reserves	38,582,780	4,058,383	34,524,397		
Bond Trustee Reserves	15,595,354			15,595,354	
Legally Restricted Reserves	12,970,871	844,222	12,126,649		
	<u><u>\$ 73,823,932.00</u></u>	<u>9,401,890</u>	<u>46,651,046</u>	<u>17,766,996</u>	<u>4,000</u>

Investment Portfolio Update
 FY21 & FY22 Comparison

Month	Capital Reserve		R & R Reserve		CIF Resereve		Cust Dep Res		Operating Res		Group Ins Res	SPLOST Res
	FY 22	FY 21	FY 22	FY 21	FY 22	FY 21	FY 22	FY 21	FY 22	FY 21	FY 22	FY 22
Jul-21	2,251.39	5,830.87	5,163.54	25,521.62	3,657.39	14,100.01	2,219.78	4,565.32	14,246.94	15,713.45	0.00	0.00
Aug-21	4,638.67	9,707.14	26,204.95	14,800.44	12,044.31	8,804.04	4,613.23	2,766.57	34,263.65	16,493.69	0.00	0.00
Sep-21	560.52	4,300.12	9,596.53	15,784.22	1,030.75	7,493.17	1,581.69	1,921.74	16,258.45	10,416.42	0.00	0.00
Oct-21	2,070.74	3,030.47	9,442.10	16,508.26	4,730.18	8,506.79	2,531.46	2,023.12	10,962.30	5,675.98	0.00	0.00
Nov-21	3,233.06	7,531.36	18,025.43	33,104.80	8,482.11	13,842.53	2,218.86	8,423.63	22,738.43	15,864.54	38.82	397.74
Dec-21	3,007.87	3,139.11	25,401.16	21,661.50	8,115.18	11,388.79	1,406.77	3,373.09	14,342.15	13,823.93	232.31	1,677.13
Jan-22	(2,198.01)	1,725.41	22.02	3,524.21	(1,662.68)	2,619.08	(1,617.40)	925.99	15,626.58	7,548.26	238.52	1,270.43
Feb-22	7,532.10	5,033.38	34,336.76	14,505.23	13,143.27	10,281.14	3,787.13	6,451.39	25,655.21	33,401.63	256.89	1,406.70
Mar-22												
Apr-22												
May-22												
Jun-22												
	\$ 21,096.34	\$ 40,297.86	\$ 128,192.49	\$ 145,410.28	\$ 49,540.51	\$ 77,035.55	\$ 16,741.52	\$ 30,450.85	\$ 154,093.71	\$ 118,937.90	\$ 766.54	\$ 4,752.00
YTD Return	0.76%	1.44%	0.85%	1.05%	0.77%	1.20%	0.72%	1.07%	1.79%	1.38%	0.10%	0.15%

PROJECT COST SUMMARY

Project #	Project Name		Budget	Costs To 6/30/21	Fiscal Year 6/30/22		Total 6/30/2022	To Complete		
					Expenditures	Encumbrances				
CW & DW	GEFA LOANS (INTEREST PAYMENTS)	R&R	720,000.00	12,372.08	50,270.66	0.00	62,642.74	657,357.26		
702	NORTH MAINLAND SEWER BASIN REROUTE (Phases I, II, & III)	SPLOST	12,710,159.18	7,372,005.43	4,153,896.93	1,184,256.82	12,710,159.18	0.00		
702	NORTH MAINLAND SEWER BASIN REROUTE (Phases I, II, & III)	CIF	2,189,840.82	0.00		617,468.20	617,468.20	1,572,372.62		
704	CANAL ROAD TO GLYNCO 12" WATERMAIN LOOP	CIF	1,200,000.00	208,266.10	512,122.64	33,130.01	753,518.75	446,481.25		
801	FEMA MITIGATION (GEMA Rept/Sub Agreement)	R&R	3,188,000.00	227,469.54	8,960.00	332,307.00	568,736.54	2,619,263.46		
804	MAGNOLIA WATER IMPROVEMENT	R&R	1,700,000.00	1,288,267.64	411,786.88	228,256.48	1,928,311.00	(228,311.00)		
906	2019 WATER POLLUTION CONTROL FAC REHAB -AC & DC	GEFA LOAN	15,000,000.00	2,836,158.05	5,125,823.38	2,004,969.54	9,966,950.97	5,033,049.03		
906	2019 WATER POLLUTION CONTROL FAC REHAB -AC & DC	SPLOST	1,641,306.30	1,156,116.61	178,585.89	306,603.80	1,641,306.30	0.00		
2001	PS 4105 BASIN EXPANSION	R&R	1,000,000.00	43,850.00	701,556.87	254,593.13	1,000,000.00	0.00		
2001	PS 4105 BASIN EXPANSION	CIF	485,000.00	0.00		14,133.69	14,133.69	470,866.31		
2003	SEA PALMS CIPP	SPLOST	561,795.00	233,594.50	196,035.10	113,663.10	543,292.70	18,502.30		
2009	SEA PALMS EAST WATER LINE REHAB	SPLOST	178,595.00	6,535.47	28,110.68	3,057.27	37,703.42	140,891.58		
2011	LS SCADA UPGRADES	R&R	2,000,000.00	1,255,029.17	1,061,126.61	312,823.59	2,628,979.37	(628,979.37)		
2014	PS 2002 FM REPLACEMNT	R&R	500,000.00	8,070.00	116,646.30	22,205.00	146,921.30	353,078.70		
2015	BAY STREET WATER IMPROVEMENTS	R&R	400,000.00	0.00	0.00	35,816.64	35,816.64	364,183.36		
2016	ARCO WATER & SEWER EXPANSION ENGINEERING	CIF	300,000.00	254,465.00	9,144.00	36,391.00	300,000.00	0.00		
2017	LS 2023 REHAB	R&R	275,000.00	0.00			0.00	275,000.00		
2020	COMMUNITY RD AREA SEWER EXPANSION ENGINEERING	CIF	250,000.00	170,924.00	18,347.00	91,645.00	280,916.00	(30,916.00)		
2021	GALVANIZED REPLACEMENTS	R&R	500,000.00	92,313.02	64,864.95	0.00	157,177.97	342,822.03		
2023	SSI PRV	R&R	150,000.00	0.00			0.00	150,000.00		
2024	MASTER PLAN UPDATE	R&R	247,500.00	244,670.00	0.00	2,830.00	247,500.00	0.00		
2025	NM WATER PRV	R&R	100,000.00	0.00			0.00	100,000.00		
2027	PUBLIC SAFETY COMPLEX/PS4116 (Reimbursed by County)	R&R	498,499.00	19,350.00	8,374.95	18,695.00	46,419.95	452,079.05		
2028	METER REPLACEMENTS - PROJECT YEARS 1 & 2	GEFA LOAN	7,500,000.00	3,597,211.62	1,924,148.00	4,481,374.35	10,002,733.97	(2,502,733.97)		
2101	ARCO WATER & SEWER EXPANSION	BOND	3,500,000.00	0.00	0.00	3,744,089.60	3,744,089.60	(244,089.60)		
2102	CANAL ROAD WPF	R&R	1,850,000.00	0.00	0.00	225,800.00	225,800.00	1,624,200.00		
2103	NORTH MAINLAND WATER LOOPS	R&R	1,250,000.00	0.00	25,543.75	188,456.25	214,000.00	1,036,000.00		
2104	PS 4002 REHAB	R&R	650,000.00	0.00		0.00	0.00	650,000.00		
2105	PS 4044 REHAB	R&R	550,000.00	0.00	26,320.00	45,430.00	71,750.00	478,250.00		
2106	DUNBAR CREEK ENGINEERING	R&R	450,000.00	0.00		53,400.00	53,400.00	396,600.00		
2107	PRIORITY BASIN CLEAN/CCTB	R&R	425,000.00	0.00	151,263.13	120,987.02	272,250.15	152,749.85		
2108	PS 4001 REHAB	R&R	400,000.00	0.00		0.00	0.00	400,000.00		
2109	HWY 17 NORTH PUMP STATION	CIF	400,000.00	0.00	27,604.83	972.32	28,577.15	371,422.85		
2110	PS 3101 REHAB	R&R	375,000.00	0.00		0.00	0.00	375,000.00		
			63,145,695.30	19,026,668.23	14,800,532.55	14,473,354.81	48,300,555.59	14,845,139.71		
					33,827,200.78			29,318,494.52		
Capitalized Projects										
2018	METER REPLACEMENTS - PILOT PROJECT	R&R	250,000.00	111,047.13	0.00	0.00	111,047.13	0.00	Completed 7/1/21	FA 000422
2007	BERGEN WOODS OFFSITE FORCEMAIN IMPROVEMENTS	CIF	300,000.00	0.00	257,240.00	0.00	257,240.00	0.00	Completed 2/28/22	FA 000423
703	PS 4003 DECOMMISSION AND GRAVITY SEWER	SPLOST	3,300,000.00	2,060,051.69	229,789.13	0.00	2,289,840.82	0.00	Completed 2/28/22	FA 000424
			3,850,000.00	2,171,098.82	487,029.13	0.00	2,658,127.95	0.00		

RESTRICTED BALANCES (Cash plus investments)	Balance 6/30/21	Current Fiscal Year		Computed Cash Balance	To Complete/ Encumbrances	Available Balance
		Deposits	Expenditures			
CAPITAL RESERVE	3,418,345	200,000	0	3,639,441	0	3,639,441
Interest income and gains		\$ 21,096.34				
REPAIR AND REPLACEMENT RESERVE	19,781,871	7,826,200	(2,626,714)	25,109,549	11,410,893.45	13,698,656
Interest income and gains		128,192				
CAPITAL IMPROVEMENT FUND RESERVES	8,475,832	1,150,340	(824,458)	8,851,254	3,623,967	5,227,287
Interest income and gains		49,541				
SPLOST	6,609,446	4,752	(4,786,418)	1,827,780	1,766,975	60,805
Interest income		0				
	<u>38,285,494</u>	<u>9,380,121</u>	<u>(8,237,590)</u>	<u>39,428,025</u>	<u>16,801,836</u>	<u>22,626,189</u>
GEFA Project expenses (Fac Rehab & Meters)			(7,049,971)	0	9,016,658.95	
Bond Project expenses			0	0	3,500,000.00	
						29,318,494.52

Notes to Financial Statements for February 28, 2022

Balance Sheet

*Strong Balance Sheet - Even with open purchase orders from both operating expenses and construction commitments

*Prepaid Expense \$109,169
 Annual software, etc 81,922
 Unexpired Insurance 27,247 Renewal date starts & ends 3/15

*Fixed Assets - some assets have fully depreciated and \$2.6m added (capitalized projects)

*Unearned Revenue - \$2,000,000 ARPA funds - reclassification

Summary Revenue

	FY22	FY 21
*Net Operating Revenue	1,202,130	1,600,000
Water & Sewer	150,941	(631,021)
Total Operating Rev	732,374	(120,868)
Other income: Damage reimbursements, service fees, etc		
\$49,700 Rental Income (former CVS building)		Non-budgeted item
\$216,400 GEFA Loan Forgiveness		Non-budgeted item
\$43,200 Other Revenues - Safety Complex		
\$18,200 Tower Rentals		
<u>\$327,500</u>		

*Capital Improvement Fees \$ 1,150,340 \$1,157,020 Feb 2021
 ARPA funds reclassified to Balance Sheet

Summary of Expenses

*Purchase Orders \$ 1,163,624 Encumbered funds Down @\$150,000 from 1/31/22

*Operating expenses (under budget) FY22 \$ 469,755 FY21 \$ 1,619,274

*Interest Expense Series 2021 Bonds

Cash Balances

*Bond Sinking Fund June 1 - prin & int payment of \$2.5m

*Repair & Replacement Reserve Investments - still includes \$2m ARPA funds

*Investments - \$46,351,046

Investment Update

*Investments - Securities held to maturity date and funds reinvested

- Normally short duration to mitigate risks
- Normal Yield-to-Maturity is 1.4 - 1.5%
- Most securities are US Treasury & US Agency
- Interest paid twice a year on securities

*Year-To-Date Return - calculated by dividing YTD net income by beginning market value on 7/1

Net income = Interest income less fees plus/minus gains or losses

*Long-term securities - dividends used to buy more shares

Project Report

Current year costs \$ 15,287,562 Includes current and capitalized projects
Total on-going project costs \$ 33,827,201

702 NORTH MAINLAND SEWER BASIN REROUTE (Phases I, II, & III)

\$1,010,159.18 released from 703 moved to 702

2003 SEA PALMS CIPP

Wrapping up and should be completed in March

2027 PUBLIC SAFETY COMPLEX/PS4116 (Reimbursed by County)

Wrapping up and should be completed in March

After reimbursement from County is complete, we will ask that

infrastructure be dedicated to JWSC and we will capitalize at cost

* Three projects capitalized \$2,658,128

*Projects removed from Construction In Progress and added to Fixed Assets register