

ORDINANCE AMENDING THE  
TOWN OF PITTSBORO  
2020-2021 OPERATING BUDGET

Be It Ordained by the Board of Commissioners of the Town of Pittsboro in regular session assembled on the 11<sup>th</sup> day of January, 2021.

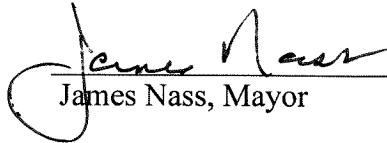
Section 1. That the following **ENTERPRISE FUND REVENUE ITEM** be increased by the amounts indicated:

30-3990-010 FUND BALANCE APPROPRIATED	\$49,000.00
<b>TOTAL</b>	<b>\$49,000.00</b>

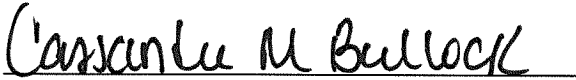
Section 2. That the following **ENTERPRISE FUND EXPENDITURE ITEM** be increased by the amount indicated:

30-7200-450 CONTRACTED SERVICES	\$49,000.00
<b>TOTAL</b>	<b>\$49,000.00</b>

Adopted this 11<sup>th</sup> day of January, 2021.

  
James Nass, Mayor

ATTEST:

  
Cassandra M. Bullock, Town Clerk



MEMO TO: Mayor and Commissioners

FROM: Chris Kennedy, Town Manager

SUBJECT: Budget Amendment for Risk and Resiliency Assessment (RRA) for the Town of Pittsboro

DATE: January 11, 2021

Purpose: To amend our Fiscal Year 2020-21 operating budget to allow the Town Manager to enter into a services agreement with engineering firm HDR, Inc. to allow them to prepare our Risk and Resiliency Assessment (RRA).

Background:

- The Town of Pittsboro is required by the America's Water Infrastructure Act of 2018 to update and certify its Risk and Resiliency Assessment by June 30, 2021, and thereafter every five years.
- The America's Water Infrastructure Act of 2018 requires that all community water systems serving populations greater than 3,300 persons assess the risks to, and resilience of, its system (referred to hereinafter as a Risk and Resilience Assessment or "RRA"). The RRA will include the following elements:
  - The risk to the system from malevolent acts and natural hazards
  - The resilience of the infrastructure, including SCADA/cyber resilience
  - The monitoring practices of the system
  - The financial infrastructure of the system
  - The use, storage, or handling of various chemicals by the system
  - The operation and maintenance of the system
  - Staff has secured a compliance approach from HDR, Inc. that will meet or exceed EPA's requirements.
- HDR, Inc. has completed RRAs for many North Carolina water systems, of all sizes, and understands how to satisfy EPA on the first submittal.
- The detailed RRA will culminate with an implementation plan for capital and operational needs for risk and resilience management of the system.
- The assessment will be finalized and then certified, by the utility, to the Administrator of the EPA by June 30, 2021, in the case of systems serving a population between 3,300 - 50,000 people.

- The RRA must be reviewed at least every five years to determine if the assessment needs to be revised. Upon review, the water system will recertify the original assessment or certify a revision to the assessment.
- Within six months of completion of the RRA, the America's Water Infrastructure Act of 2018 also requires a letter of certification, by the utility, to EPA that the Emergency Response Plan (ERP) for the utility is updated, and at least every 5 years thereafter.
- For Town of Pittsboro ERP certification is required by December 31, 2021. HDR, Inc. has also provided an approach for this compliance action; staff are evaluating and intend to include this ERP study and report in our FY 2022 budget requests.
- The estimated maximum fee for the required RRA system assessment, report, and certification is \$49,000.
  - Staff collaboration with the consultant may further reduce the estimated fee.

Recommendation:

Adoption of the attached budget ordinance amending the FY 2020-21 operating budget to allow the Town Manager to enter into a services agreement with HDR, Inc. to perform the Risk and Resiliency Assessment (RRA) for the Town of Pittsboro.