

MANAGEMENT AGREEMENT
EXHIBIT "A"
STATEMENT OF WORK

1. Plans, organizes, directs, coordinates, evaluates the operations, and other projects as directed. Coordinates to ensure that all construction activities address the needs, plans, and design standards of various affected departments.
2. Prepares and administers annual budget. Reviews and approves expenditures and revenues. Develops, facilitates and evaluates annual capital improvement process. Directs development of capital improvement plans. Recommends capital improvement projects and is responsible for keeping project on time and costs within the budgeted amounts.
3. Analyzes and evaluates operating and maintenance procedures and develops new or improved practices.
4. Participates in maintenance of operating records, compilation of data, and report preparation.
5. Inspects water system facilities, assists in planning special maintenance work as well as minor alterations.
6. Responds to customer complaints.
7. Represents the utility at various county and state/federal agency functions regarding utility matters. Works with City of Versailles on water purchase, sample testing, and usage readings.
8. Advises governing body on department activities and on technical matters.
9. Prepares and gives reports and presentations.
10. Performs service calls such as meter readings, connects/disconnects, valve operation.
11. Oversees all contractors.
12. Manages infrastructure projects.
13. Monitors system performance (SCADA) and makes adjustments when necessary.
14. Tests and records chlorine readings daily.
15. Monitors and addresses water loss.
16. Represents SWWD in the community.
17. Keeps SWWD in compliance with requirements for division of water and Public Service Commission.

18. Agrees to explore the possibility of becoming a certified operator.

19. Performs other duties as prescribed by SWWD.