

# Cascade View County Service District

## Function and Organization:

To operate a successful and efficient system within the requirements of the Oregon Water Resources Division, the Subdivision Water Management Plan, and operating ordinances.

To provide operation and maintenance of a community water system in the Cascade View Subdivision approximately 5 miles north of Corvallis. The water system was designed to serve a subdivision of 44 lots and 16 off-site connections.

The service district is an independent municipal corporation. The Benton County Board of Commissioners sits as the Governing Body of the District as required by law. Benton County Public Works Department manages daily operations, customer billing, and staff support. The County Finance Office provides treasury and financial management services. The budget process is coordinated by the County Budget Office. The County is reimbursed for these services by district funds.

## Note:

The district was created as a condition of subdivision development to provide water service.

An advisory committee reviews district operation and makes recommendations on issues and rates to the governing body.

## Budget Discussion:

This is an annual budget. The fiscal year begins on July 1, 2007 and ends on June 30, 2008.

Beginning July 1, 2006, the District began charging a late fee to delinquent accounts and increased the turn-on/turn-off fee. The changes did not have a significant budget impact, but allowed the District to recover the actual costs of processing these services.

The adopted budget is predicated on an increase in rates. The order will increase the base rate by \$2.00 per month and add \$0.25 to each tier of the usage charge. That order has been adopted by the Governing Body. This increase is necessary to stop the depletion of the capital (construction) fund for operating expenses. The rate change was recommended by the Advisory Committee.

### Administration:

Board of Commissioners

Benton County Public Works:

Roger Irvin, Director  
Chris Bielenberg, Facilities & Utilities  
Manager

### Location:

360 SW Avery  
Corvallis

### Telephone:

(541) 766-6821

# Budget Summary

## Cascade View County Service District - All Funds

Resource / Expense Category	2004-05	2005-06	2006-07	2006-07	2007-08	% Change
	Annual Actual	Annual Actual	Annual Adopted	Annual Adjusted	Annual Adopted	Over Adjusted
General Revenues	-	-	200	200	200	0.0%
Charges for Service	28,618	45,277	32,496	32,496	35,740	10.0%
Operating Grants/Contributions	40	360	150	150	200	33.3%
Capital Grants/Contributions	-	-	-	-	-	--
Internal Fund Transfers	-	4,050	2,370	2,370	-	-100.0%
Loans	-	-	-	-	-	--
Current Revenues Total	28,658	49,687	35,216	35,216	36,140	2.6%
Unrestricted Beginning Balance	-	-	-	-	-	--
Dedicated Beginning Balance	(2,488)	(3,695)	-	-	-	--
Capital Beginning Balance	4,374	4,121	13,500	13,500	16,400	21.5%
Beginning Balance Total	1,886	426	13,500	13,500	16,400	21.5%
Total Resources	30,544	50,113	48,716	48,716	52,540	7.8%
Personnel Services	-	-	-	-	-	--
Materials & Services	30,118	34,046	33,076	33,076	33,300	0.7%
Capital Outlay	-	-	-	-	-	--
Other: Internal Fund Transfers	-	4,050	2,370	2,370	-	-100.0%
Other: Loans	-	-	-	-	-	--
Other: Debt Principle	-	-	-	-	-	--
Other: Debt Interest	-	-	-	-	-	--
Expenditures Total	30,118	38,096	35,446	35,446	33,300	-6.1%
Other: Contingency	-	-	13,270	13,270	19,240	45.0%
Other: Reserve for Future Years	-	-	-	-	-	--
Other: Unappropriated Balance	-	-	-	-	-	--
Other Total	-	-	13,270	13,270	19,240	45.0%
Dedicated Rev. Surplus/(Deficit)	426	12,017	-	-	-	
<b>Expenditures by Fund</b>						
Cascade View County Service District	30,118	38,096	35,446	35,446	33,300	-6.1%
Total Expenditures	30,118	38,096	35,446	35,446	33,300	-6.1%
<b>Reserve Distribution</b>						
Water Service (Contingency)	-	-	-	-	700	--
Water System Construction (Contingency)	-	-	13,270	13,270	18,540	39.7%
Other (Reserve) Total	-	-	13,270	13,270	19,240	45.0%

# Water Service

Cascade View County Service District Fund

**Purpose:**

To account for operating in come and expenses of the district water system.

Resource / Expense Category	2004-05 Annual Actual	2005-06 Annual Actual	2006-07 Annual Adopted	2006-07 Annual Adjusted	2007-08 Annual Adopted	% Change Over Adjusted
General Revenues	-	-	-	-	-	--
Program Income	25,545	32,740	32,076	32,076	33,000	2.9%
Beginning Balance	(2,488)	(3,695)	-	-	-	--
Resources	23,057	29,045	32,076	32,076	33,000	2.9%
Personnel Services	-	-	-	-	-	--
Materials & Services	26,752	31,592	32,076	32,076	32,300	0.7%
Capital Outlay	-	-	-	-	-	--
All Other	-	-	-	-	700	--
Budget Total	26,752	31,592	32,076	32,076	33,000	2.9%
<b>Full-Time-Equivalent (FTE) by Type</b>						
Regular (Greater than .50 FTE)	-	-	-	-	-	--
Temporary Hire	-	-	-	-	-	--

**Accomplishments:**

- Maintained zero violation status with Oregon Water Resources Division
- Completed Consumer Confidence Report
- Completed routine and on going maintenance and operations
- Installed new well pump
- Performed major repairs on transmission line
- Made major repairs on distribution service lines

**Objectives:**

- Continue monitoring and evaluating database for water use and compliance
- Operate system with zero violations issued from Oregon Water Resources Division
- Set up a preventative maintenance program including identification and marking of all valves and lock-out tag-out program for equipment
- Complete reporting/testing/validating of draw down data and make presentation to the Advisory Committee
- Conduct additional water leak detection/investigations
- Install new pump house master meter

# Water System Construction

Cascade View County Service District Fund

**Purpose:**

To provide for accumulation of revenue dedicated to future system replacement, improvements and emergency repairs. Fund one-time major maintenance and repairs that are too expensive to fund out of the standard operating budget.

Resource / Expense Category	2004-05	2005-06	2006-07	2006-07	2007-08	% Change
	Annual Actual	Annual Actual	Annual Adopted	Annual Adjusted	Annual Adopted	Over Adjusted
General Revenues	-	-	200	200	200	0.0%
Program Income	3,113	16,947	2,940	2,940	2,940	0.0%
Beginning Balance	4,374	4,121	13,500	13,500	16,400	21.5%
Resources	7,487	21,068	16,640	16,640	19,540	17.4%
Personnel Services	-	-	-	-	-	--
Materials & Services	3,366	2,454	1,000	1,000	1,000	0.0%
Capital Outlay	-	-	-	-	-	--
All Other	-	4,050	15,640	15,640	18,540	18.5%
Budget Total	3,366	6,504	16,640	16,640	19,540	17.4%
<b>Full-Time-Equivalent (FTE) by Type</b>						
Regular (Greater than .50 FTE)	-	-	-	-	-	--
Temporary Hire	-	-	-	-	-	--

**Accomplishments:**

- Installed one (1) new connection
- Performed two major repairs on the distribution system
- Added air relief valve on distribution system
- Installed new transmission line master meter

**Objectives:**

- Encourage water conservation for irrigation of landscaping during new construction phase
- Find leak in second loop of transmission line and repair