

# 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, 2008 and ends on June 30, 2009.

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.

With the one-time surcharge to the capital fund and the rate increases adopted last year, this budget does not anticipate additional rate changes for the next fiscal year.

### Governing Body:

Board of Commissioners

### Administration:

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

<b>Resource / Expense Category</b>	<b>2005-06 Annual Actual</b>	<b>2006-07 Annual Actual</b>	<b>2007-08 Annual Adopted</b>	<b>2007-08 Annual Adjusted</b>	<b>2008-09 Annual Adopted</b>	<b>% Change Over Adjusted</b>
General Revenues	-	-	200	200	200	0.0%
Charges for Service	45,277	34,270	35,740	35,740	35,740	0.0%
Operating Grants/Contributions	360	769	200	200	300	50.0%
Capital Grants/Contributions	-	-	-	-	-	--
Internal Fund Transfers	4,050	2,370	-	-	-	--
Loans	-	-	-	-	-	--
Current Revenues Total	49,687	37,409	36,140	36,140	36,240	0.3%
Unrestricted Beginning Balance	-	-	-	-	-	--
Dedicated Beginning Balance	(3,695)	(2,548)	-	-	7,000	--
Capital Beginning Balance	4,121	14,564	16,400	16,400	16,467	0.4%
Beginning Balance Total	426	12,016	16,400	16,400	23,467	43.1%
 Total Resources	 50,113	 49,425	 52,540	 52,540	 59,707	 13.6%
Personnel Services	-	-	-	-	-	--
Materials & Services	34,046	27,373	33,300	33,300	33,617	1.0%
Capital Outlay	-	-	-	-	500	--
Other: Internal Fund Transfers	4,050	2,370	-	-	-	--
Other: Loans	-	-	-	-	-	--
Other: Debt Principle	-	-	-	-	-	--
Other: Debt Interest	-	-	-	-	-	--
Expenditures Total	38,096	29,743	33,300	33,300	34,117	2.5%
Other: Contingency	-	-	19,240	19,240	25,590	33.0%
Other: Reserve for Future Years	-	-	-	-	-	--
Other: Unappropriated Balance	-	-	-	-	-	--
Other Total	-	-	19,240	19,240	25,590	33.0%
 Dedicated Rev. Surplus/(Deficit)	 12,017	 19,682	 -	 -	 -	
 <b>Expenditures by Fund</b>						
Cascade View County Service District	38,096	29,743	33,300	33,300	34,117	2.5%
Total Expenditures	38,096	29,743	33,300	33,300	34,117	2.5%
 <b>Reserve Distribution</b>						
Water Service (Contingency)	-	-	700	700	7,023	903.3%
Water System Construction (Contingency)	-	-	18,540	18,540	18,567	0.1%
Other (Reserve) Total	-	-	19,240	19,240	25,590	33.0%

# Water Service

Cascade View County Service District Fund

**Purpose:**

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

Resource / Expense Category	2005-06 Annual Actual	2006-07 Annual Actual	2007-08 Annual Adopted	2007-08 Annual Adjusted	2008-09 Annual Adopted	% Change Over Adjusted
General Revenues	-	-	-	-	-	--
Program Income	32,740	34,849	33,000	33,000	33,100	0.3%
Beginning Balance	(3,695)	(2,548)	-	-	7,000	--
Resources	29,045	32,301	33,000	33,000	40,100	21.5%
Personnel Services	-	-	-	-	-	--
Materials & Services	31,592	26,146	32,300	32,300	33,077	2.4%
Capital Outlay	-	-	-	-	-	--
All Other	-	-	700	700	7,023	903.3%
Budget Total	31,592	26,146	33,000	33,000	40,100	21.5%
<b>Full-Time-Equivalent (FTE) by Type</b>						
Regular (Greater than .50 FTE)	-	-	-	-	-	--
Temporary Hire	-	-	-	-	-	--

**Budget Note:**

All Other is a contingency account (\$7,023) for emergency or unanticipated expenses. Under normal conditions (meaning that some or all of the account is not used) the contingency account represents the estimate of the beginning balance for the next years budget (2009-10).

**Accomplishments:**

- Maintained zero violation status with Oregon Water Resources Division
- Completed Consumer Confidence Report
- Completed routine and on going maintenance and operations
- Installed new pump house master meter
- Replaced well #1 and well #4 master meter
- Replaced main disconnect

**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 sampling ports on distribution lines

# 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	2005-06 Annual Actual	2006-07 Annual Actual	2007-08 Annual Adopted	2007-08 Annual Adjusted	2008-09 Annual Adopted	% Change Over Adjusted
General Revenues	-	-	200	200	200	0.0%
Program Income	16,947	2,560	2,940	2,940	2,940	0.0%
Beginning Balance	4,121	14,564	16,400	16,400	16,467	0.4%
Resources	21,068	17,124	19,540	19,540	19,607	0.3%
Personnel Services	-	-	-	-	-	--
Materials & Services	2,454	1,227	1,000	1,000	540	-46.0%
Capital Outlay	-	-	-	-	500	--
All Other	4,050	2,370	18,540	18,540	18,567	0.1%
Budget Total	6,504	3,597	19,540	19,540	19,607	0.3%
<b>Full-Time-Equivalent (FTE) by Type</b>						
Regular (Greater than .50 FTE)	-	-	-	-	-	--
Temporary Hire	-	-	-	-	-	--

**Budget Note:**

All other is a contingency account of \$18,567.

**Accomplishments:**

- Continued to build reserve fund for major maintenance and capital projects

**Objectives:**

- Encourage water conservation for irrigation of landscaping during new construction phase
- Find leak in second loop of transmission line and repair
- Continue to accumulate funds for future capital projects and repairs