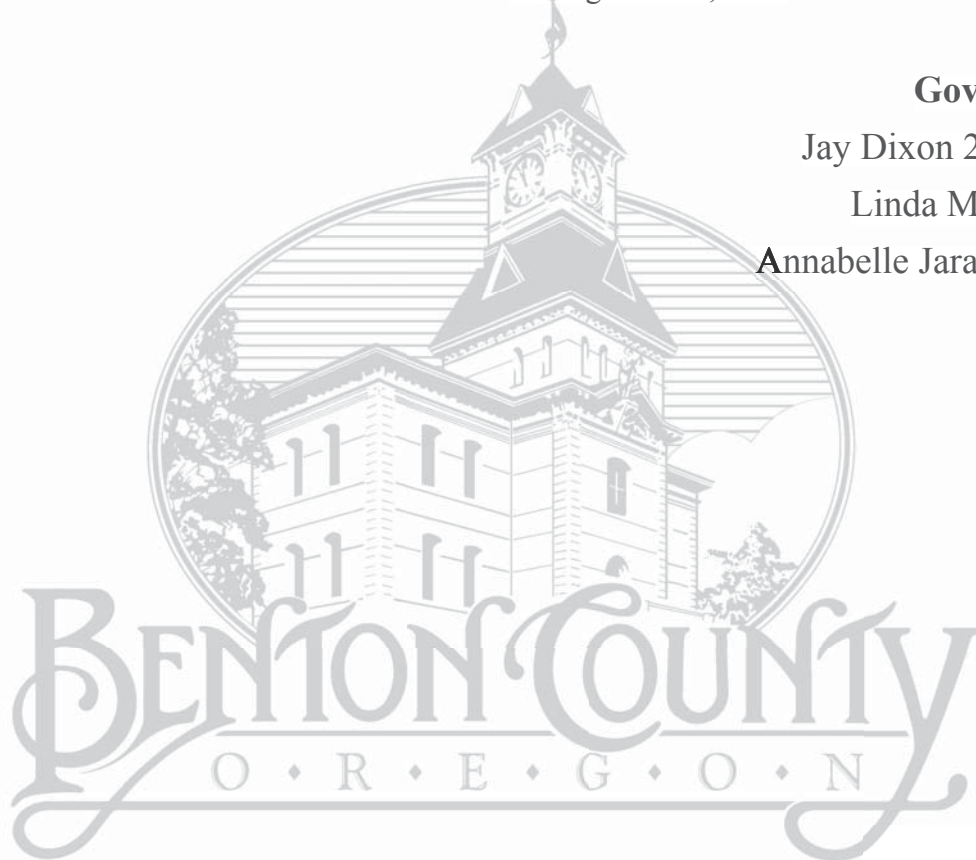


# 2013-2014 Adopted Budget Alpine County Service District

for the Fiscal Period  
Beginning July 1, 2013  
Ending June 30, 2014

## **Governing Body**

Jay Dixon 2013 BOC Chair,  
Linda Modell, Commissioner  
Annabelle Jaramillo, Commissioner



## **Citizen Budget Committee Members**

Helen Cleveland  
Henry Gillow-Wiles  
Jeanne Lindsay



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## ALPINE COUNTY SERVICE DISTRICT

**Administration:** Benton County Public Works  
Roger M. Irvin, Director  
Chris Bielenberg, Facilities & Utilities Manager

**Office Location:** 360 SW Avery, Corvallis

**Telephone:** (541) 766-6821

**FAX:** (541) 766-6891

**Internet Address:** <http://www.co.benton.or.us/pw/utilities/alpine.php>

### District overview:

To provide sewer service to the community of Alpine, which is located approximately 20 miles South of Corvallis.

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

The district was organized in 1987. It serves the community of Alpine with a population of about 110 including several businesses. The District has 49 customers. An advisory committee reviews district operations and makes recommendations on issues and rates to the governing body.

This is an annual budget. The fiscal year will begin July 1, 2013, and ends on June 30, 2014. This budget does not anticipate a rate change for the district at this time.

Maintaining adequate reserves for working capital and to handle emergency repairs can be difficult for a small district. The intent of capital reserves is to fund scheduled major maintenance and capital improvements. These items do not occur every year and usually require building savings over several years to accomplish. Another reason for capital reserves is to deal with emergency repairs from system failures or natural disaster.

With this in mind, the district will continue a financial policy to maintain a minimum balance of \$6,000 in sewer operations and \$20,000 in sewer equipment. Maintaining this reserve level will be a factor in determining when future rate changes are necessary.

# ALPINE COUNTY SERVICE DISTRICT

## BUDGET SUMMARY – ALL COST CENTERS

Category Title	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Adj. Adopted	2013-14 Adopted	% Change Adopted Adj Adopted
General Revenues	36	49	50	50	-	0.0%
Charges for Service	26,359	26,290	26,100	26,100	26,200	0.4%
Operating Grants/Contributions	-	-	-	-	-	0.0%
Capital Grants/Contributions	-	-	-	-	-	0.0%
Fund Transfers In	-	-	-	-	-	0.0%
Loans	-	-	-	-	-	0.0%
Current Program Income	26,395	26,339	26,150	26,150	26,200	0.2%
Beginning Balance	6,301	11,455	20,340	20,340	18,400	-9.5%
Beginning Balances	6,301	11,455	20,340	20,340	18,400	-9.5%
Total Resources	32,696	37,794	46,490	46,490	44,600	-4.1%
Personnel Services	-	-	-	-	-	0.0%
Materials & Services	21,241	23,947	23,242	23,242	23,539	1.3%
Capital Outlay	-	-	100	100	100	0.0%
Other: Fund Transfers Out	-	-	-	-	-	0.0%
Other: Loans	-	-	-	-	-	0.0%
Other: Bond Debt Principle	-	-	-	-	-	0.0%
Other: Bond Debt Interest	-	-	-	-	-	0.0%
Expenditures	21,241	23,947	23,342	23,342	23,639	1.3%
Other: Contingency	-	-	23,148	23,148	20,961	-9.4%
Other: Debt Reserve	-	-	-	-	-	0.0%
Other: Unappropriated Balance	-	-	-	-	-	0.0%
Reserves	-	-	23,148	23,148	20,961	-9.4%
Total Budget	21,241	23,947	46,490	46,490	44,600	-4.1%
Surplus / (Deficit) of Fund Resources to Expenditures	11,455	13,847	-	-	-	0.0%
Full-Time-Equivalent (FTE)						
Regular	-	-	-	-	-	0.0%
Temporary	-	-	-	-	-	0.0%
Total	-	-	-	-	-	0.0%

# SEWER OPERATIONS

Category Title	2010-11	2011-12	2012-13	2012-13	2013-14	% Change
	Actual	Actual	Adopted	Adj. Adopted	Adopted	Adopted Adj Adopted
General Revenues	34	47	50	50	-	0.0%
Charges for Services	23,124	23,090	22,900	22,900	23,000	0.4%
Dedicated Beginning Balance	12,323	14,300	20,000	20,000	15,000	-25.0%
<b>Total Resources</b>	<b>35,481</b>	<b>37,437</b>	<b>42,950</b>	<b>42,950</b>	<b>38,000</b>	<b>-11.5%</b>
Materials and Services	21,181	23,925	23,102	23,102	23,399	1.3%
Capital Outlay	-	-	100	100	100	0.0%
Other: Contingency	-	-	19,748	19,748	14,501	-26.6%
<b>Total Expenditures</b>	<b>21,181</b>	<b>23,925</b>	<b>42,950</b>	<b>42,950</b>	<b>38,000</b>	<b>-11.5%</b>
Surplus or (Deficit) of Resources to Expenditures	14,300	13,512	-	-	-	

## Purpose:

To provide operation and maintenance of a community sewer system in the community of Alpine serving approximately 49 customers. Operate a successful and efficient system within the requirements of the Oregon Department of Environmental Quality's NPDES permit.

## Accomplishments:

- Removed vegetation
- Repaired failed control wiring and relay for secondary pump.
- Performed I&I monitoring
- Degreased system
- Maintained discharge for Total Suspended Solids (TSS) and Biochemical Oxygen Demand (BOD) removal above 80%
- Implement a treatment plant preventive maintenance and lockout-tagout program for facilities.
- Maintain zero violation status
- Perform sludge monitoring

## Objectives:

- Grout manholes to minimize inflow and infiltration (I & I) into the system
- Smoke test and repair
- Install temporary sensor at weir
- Dredge in front of pump intake ports
- Continue I&I monitoring
- Remove vegetation

# SEWER CONSTRUCTION

Category Title	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 Adj. Adopted	2013-14 Adopted	% Change Adopted Adj Adopted
General Revenues	1	2	-	-	-	0.0%
Charges for Service	3,235	3,200	3,200	3,200	3,200	0.0%
Capital Grants/Contributions	-	-	-	-	-	0.0%
Dedicated Beginning Balance	(6,022)	(2,845)	340	340	3,400	900.0%
Total Resources	(2,785)	358	3,540	3,540	6,600	86.4%
Materials and Services	60	22	140	140	140	0.0%
Capital Outlay	-	-	-	-	-	0.0%
Other: Internal Fund Transfers	-	-	-	-	-	0.0%
Other: Contingency	-	-	3,400	3,400	6,460	90.0%
Total Expenditures	60	22	3,540	3,540	6,600	86.4%
Surplus or (Deficit) of Resources to Expenditures	(2,845)	335	-	-	-	

**Purpose:**

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

**Accomplishments:**

- Start to build reserve for emergency repairs, future replacement and improvements

**Objectives:**

- Continue to build reserve for future major maintenance and capital improvements
- Work toward establishing and maintaining a minimum contingency fund of \$20,000 in accordance with the budget strategy

**Budget Notes:**

- System started fiscal year 2010-11 with a negative balance due to the Dechlorination project