

2016-2017 Adopted Budget

Alpine County Service District

For the Fiscal Period
Beginning July 1, 2016
Ending June 30, 2017

Governing Body

Annabelle Jaramillo, 2016 BOC Chair
Anne Schuster, Commissioner
Jay Dixon, Commissioner



Citizen Budget Committee Members

Henry Gillow-Wiles
Jeanne Lindsay
Karen Shepard

Alpine County Service District

ADMINISTRATION: Benton County Public Works

DIRECTOR: Josh Wheeler, P.E. **FACILITIES MANAGER:** Chris Bielenberg

OFFICE LOCATION: Public Works, 360 SW Avery, Corvallis

TELEPHONE: 541-766-6821

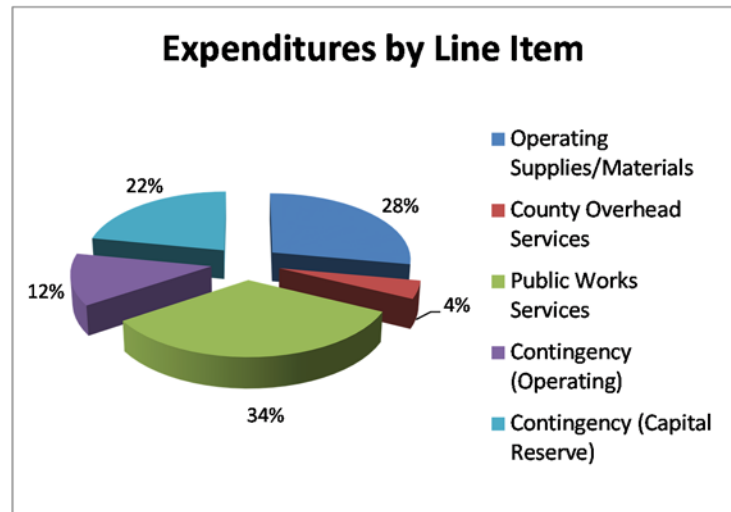
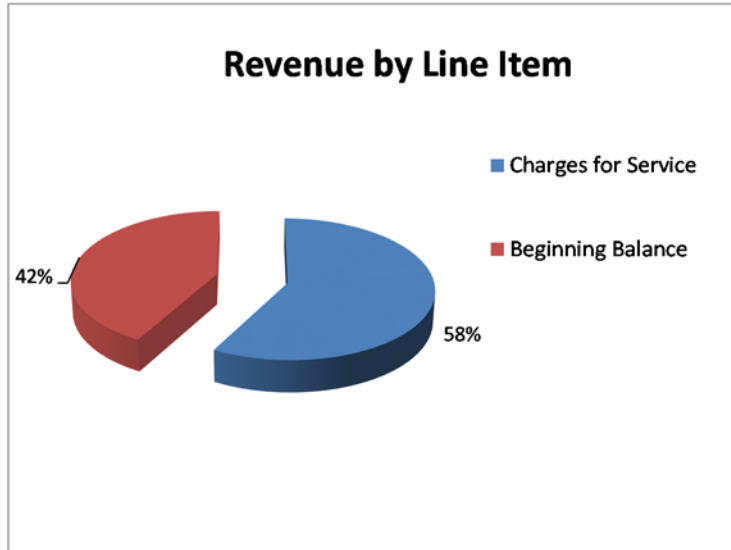
INTERNET ADDRESS: [HTTP://WWW.CO.BENTON.OR.US/PW/UTILITIES/ALPINE.PHP](http://www.co.benton.or.us/pw/utilities/alpine.php)

DISTRICT OVERVIEW:

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

The service district is an independent municipal corporation. By law, 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 and Budget provide treasury management, accounting services and coordinates the budget process for compliance with Oregon Budget Law. 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.



ALPINE COUNTY SERVICE DISTRICT
Budget Summary – All Cost Centers

Category Title	2013-14 Actual	2014-15 Actual	2015-16 Adopted	2015-16 Adj. Adopted	2016-17 Adopted	% Change Adopted Adj Adopted
General Revenues	121	93	-	-	100	0.0%
Charges for Service	31,181	25,150	26,200	26,200	26,200	0.0%
Operating Grants/Contributions	-	-	-	-	-	0.0%
Capital Grants/Contributions	-	-	-	-	-	0.0%
Fund Transfers In	-	-	-	-	-	0.0%
Loans	-	-	-	-	-	0.0%
Current Program Income	31,303	25,242	26,200	26,200	26,300	0.4%
Unrestricted Beginning Balance	-	-	-	-	-	0.0%
Dedicated Beginning Balance	18,819	22,106	23,500	23,500	18,980	-19.2%
Beginning Balances	18,819	22,106	23,500	23,500	18,980	-19.2%
Total Resources	50,122	47,349	49,700	49,700	45,280	-8.9%
Personnel Services	-	-	-	-	-	0.0%
Materials & Services	25,863	27,676	27,613	27,613	29,725	7.6%
Capital Outlay	2,153	-	100	100	-	0.0%
Other: Fund Transfers Out	-	-	-	-	-	0.0%
Other: Loans	-	-	-	-	-	0.0%
Other: Bond Debt Principal	-	-	-	-	-	0.0%
Other: Bond Debt Interest	-	-	-	-	-	0.0%
Expenditures	28,016	27,676	27,713	27,713	29,725	7.3%
Other: Contingency	-	-	21,987	21,987	15,555	-29.3%
Other: Debt Reserve	-	-	-	-	-	0.0%
Other: Unappropriated Balance	-	-	-	-	-	0.0%
Reserves	-	-	21,987	21,987	15,555	-29.3%
Total Budget	28,016	27,676	49,700	49,700	45,280	-8.9%
Surplus / (Deficit) of Fund Resources to Expenditures	22,106	19,672	-	-	-	0.0%
Full-Time-Equivalent (FTE)						
Regular	-	-	-	-	-	0.0%
Temporary	-	-	-	-	-	0.0%
Total	-	-	-	-	-	0.0%

ALPINE COUNTY SERVICE DISTRICT

District Statement

This is an annual budget. The fiscal year will begin July 1, 2016, and ends on June 30, 2017. 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 reserve 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 build a minimum balance of \$6,000 in the sewer operations and \$20,000 in the Sewer Capital Reserve fund. Maintaining this reserve level will be a factor in determining when future rate changes are necessary.

Key Goals & Measures:

Description, Definition and Discussion	Actual FY 2013-14	Actual FY 2014-15	Goal/Estimate 2016-17
Goal: Maintain a total dedicated fund balance to fund future capital improvements, major maintenance, and emergency repairs. Measure: % of \$26,000 goal Strategic Intent Relationship: Proactive Community	85%	76%	60%

ALPINE COUNTY SERVICE DISTRICT

Sewer System Operations

Category Title	2013-14 Annual Actual	2014-15 Annual Actual	2015-16 Annual Adopted	2015-16 Annual Adj. Adopted	2016-17 Annual Adopted	% Change Adopted Adj Adopted
General Revenues	100	69	-	-	100	0.0%
Charges for Services	26,656	22,087	23,000	23,000	23,000	0.0%
Dedicated Beginning Bal	15,246	16,386	15,000	15,000	10,100	-32.7%
Total Resources	42,001	38,542	38,000	38,000	33,200	-12.6%
Materials and Services	25,615	25,550	25,463	25,463	27,575	8.3%
Capital Outlay	-	-	100	100	-	0.0%
Other: Contingency	-	-	12,437	12,437	5,625	-54.8%
Total Expenditures	25,615	25,550	38,000	38,000	33,200	-12.6%
Regular	-	-	-	-	-	0.0%
Temporary	-	-	-	-	-	0.0%
Total	-	-	-	-	-	0.0%

Mission & Purpose:

To provide operation and maintenance of a 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 National Pollutant Discharge Elimination System permit.

Key Goals & Measures:

Description, Definition and Discussion	Actual FY 2013-14	Actual FY 2014-15	Goal/Estimate 2016-17
Goal: Maintain a zero violation status in compliance with the National Pollutant Discharge Elimination System permit requirements Measure: Number of violations per year Strategic Intent Relationship: Service Excellence	0	0	0
Goal: Minimize Inflow and Infiltration into the system through ongoing maintenance, smoke tests and TV inspection Measure: % of flow based on pump run times Strategic Intent Relationship: Service Excellence	40%	40%	20% or less
Goal: Maintain water quality of discharge through maintenance and monitoring of treatment system Measure: % of Biological Oxygen Demand and Total Suspended Solids removal above permit standard Strategic Intent Relationship: Proactive Community	26%, 29%	14%, 40%	20%, 20%

ALPINE COUNTY SERVICE DISTRICT

Sewer System Capital Reserve

Category Title	2013-14 Annual Actual	2014-15 Annual Actual	2015-16 Annual Adopted	2015-16 Annual Adj. Adopted	2016-17 Annual Adopted	% Change Adopted Adj Adopted
General Revenues	22	24	-	-	-	0.0%
Charges for Services	4,525	3,063	3,200	3,200	3,200	0.0%
Capital Grants/Contributions	-	-	-	-	-	0.0%
Dedicated Beginning Bal	3,574	5,720	8,500	8,500	8,880	4.5%
Total Resources	8,121	8,807	11,700	11,700	12,080	3.2%
Materials and Services	248	2,126	2,150	2,150	2,150	0.0%
Capital Outlay	2,153	-	-	-	-	0.0%
Other: Contingency	-	-	9,550	9,550	9,930	4.0%
Total Expenditures	2,401	2,126	11,700	11,700	12,080	3.2%
Regular	-	-	-	-	-	0.0%
Temporary	-	-	-	-	-	0.0%
Total	-	-	-	-	-	0.0%

Mission & 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.