

2016-2017 Adopted Budget

Alsea 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

Mimi Stout
Cheryl VanLeuven

Alsea 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

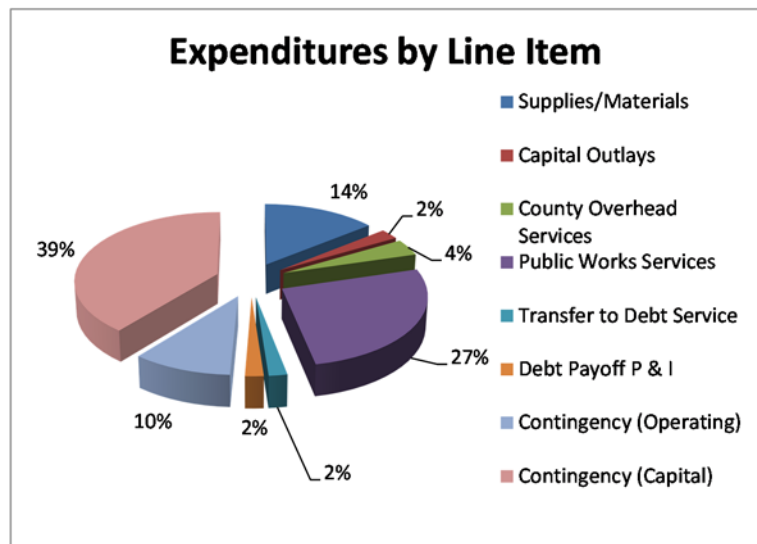
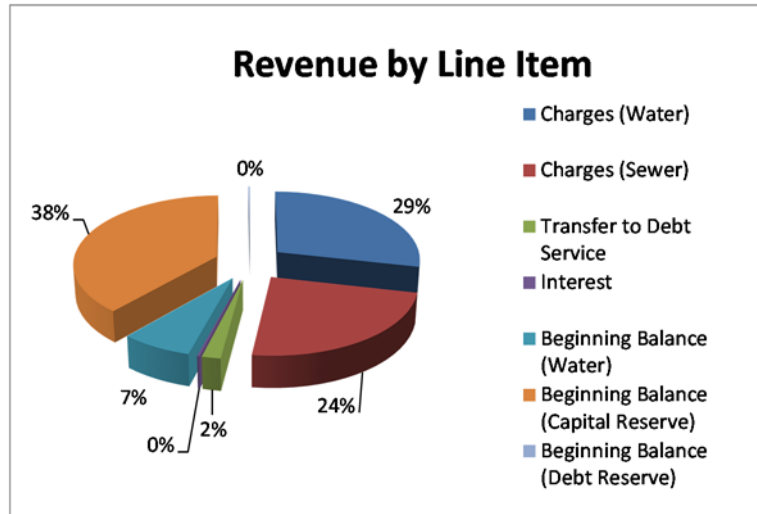
INTERNET ADDRESS: [HTTP://WWW.CO.BENTON.OR.US/PW/UTILITIES/ALSEA.PHP](http://www.co.benton.or.us/pw/utilities/alsea.php)

DISTRICT OVERVIEW:

To provide water and sewer service to the community of Alsea, this is located approximately 30 miles southwest 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 and Budget provide treasury measurement, accounting services, and coordinates the budget process for compliance with Oregon Local Budget Law. The County is reimbursed for these services by district funds.

The district was organized in 1983, to take over operation of the community water system. Water system improvements and the community sewer system were completed in 1986. Additional water system improvements were completed in 1997. An advisory committee reviews District operations and makes recommendations on issues and rates to the Governing Body.



ALSEA 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	385	362	350	350	275	-21.4%
Charges for Service	58,005	55,586	62,708	62,708	65,100	3.8%
Operating Grants/Contributions	-	-	-	-	-	0.0%
Capital Grants/Contributions	-	-	-	-	-	0.0%
Fund Transfers In	6,355	9,355	2,355	2,355	2,355	0.0%
Loans	-	-	14,000	14,000	-	0.0%
Current Program Income	64,745	65,303	79,413	79,413	67,730	-14.7%
Unrestricted Beginning Balance	-	-	-	-	-	0.0%
Dedicated Beginning Balance	39,514	38,772	42,035	42,035	57,200	36.1%
Beginning Balances	39,514	38,772	42,035	42,035	57,200	36.1%
Total Resources	104,259	104,074	121,448	121,448	124,930	2.9%
Personnel Services	-	-	-	-	-	0.0%
Materials & Services	57,086	45,637	54,234	54,234	55,395	2.1%
Capital Outlay	26	-	1,000	1,000	3,000	200.0%
Other: Fund Transfers Out	6,355	9,355	2,355	2,355	2,355	0.0%
Other: Loans	-	-	-	-	-	0.0%
Other: Bond Debt Principal	992	1,166	21,800	21,800	2,125	-90.3%
Other: Bond Debt Interest	1,029	855	505	505	230	-54.5%
Expenditures	65,488	57,013	79,894	79,894	63,105	-21.0%
Other: Contingency	-	-	41,554	41,554	61,625	48.3%
Other: Debt Reserve	-	-	-	-	200	0.0%
Other: Unappropriated Balance	-	-	-	-	-	0.0%
Reserves	-	-	41,554	41,554	61,825	48.8%
Total Budget	65,488	57,013	121,448	121,448	124,930	2.9%
Surplus / (Deficit) of Fund Resources to Expenditures	38,772	47,061	-	-	-	0.0%
Full-Time-Equivalent (FTE)						
Regular	-	-	-	-	-	0.0%
Temporary	-	-	-	-	-	0.0%
Total	-	-	-	-	-	0.0%

ALSEA COUNTY SERVICE DISTRICT

District Statement

This is an annual budget. The fiscal year will begin July 1, 2016, and ends on June 30, 2017.

Budget resources are based on an increase in water and sewer rates to be effective July 1, 2015. No additional rate increases are assumed or proposed in this budget.

In FY 2015-16 the loan that supported water system upgrades from the Federal Government was paid in full and refinanced through a new loan from the Benton County General Fund at a lower interest rate. This will allow the district to take advantage of the lower interest rate environment, allow the principal to be retired faster and save the district about \$5,500 in interest cost over the prior debt schedule, without increasing what the district currently pays for annual principal and interest.

This action will reduce the payoff of the loan from 2028 to 2022.

Key Goals & Measures: Water

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	81%	97%	127%

Key Goals & Measures: Sewer

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	47%	61%	104%

ALSEA COUNTY SERVICE DISTRICT

Water 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	33	57	-	-	-	0.0%
Charges for Services	25,968	26,275	30,000	30,000	31,000	3.3%
Operating Grants/Contributions	-	-	-	-	-	0.0%
Internal Fund Transfers	-	5,000	3,500	3,500	-	0.0%
Dedicated Beginning Bal	(5,209)	(3,311)	-	-	9,000	0.0%
Total Resources	20,791	28,022	33,500	33,500	40,000	19.4%
Materials and Services	24,102	23,775	28,032	28,032	29,410	4.9%
Other: Contingency	-	-	5,468	5,468	10,590	93.7%
Total Expenditures	24,102	23,775	33,500	33,500	40,000	19.4%
Regular	-	-	-	-	-	0.0%
Temporary	-	-	-	-	-	0.0%
Total	-	-	-	-	-	0.0%

Mission & Purpose:

To provide operation and maintenance of a water system in the community of Alsea; serving approximately 68 residential and 14 commercial customers. Operate a successful and efficient system within the requirements of the Oregon Water Resource Division.

Key Goals & Measures:

Description, Definition and Discussion	Actual FY 2013-14	Actual FY 2014-15	Goal/Estimate 2016-17
Goal: Maintain Zero violation status for water quality in accordance with Oregon Water Resources requirements Measure: Numbers of violations annually Strategic Intent Relationship: Service Excellence	0	0	0
Goal: Minimize system loss through ongoing maintenance, leak detection, and monitoring Measure: % loss as a difference between pumped and distributed to customers Strategic Intent Relationship: Proactive Community	35%	35%	20%
Goal: Maintain accurate accounting of water distribution through meter calibration and upgrades Measure: number of meters replaced annually Strategic Intent Relationship: Service Excellence	6	5	6

ALSEA 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	60	87	-	-	-	0.0%
Charges for Services	22,598	23,297	26,208	26,208	27,500	4.9%
Internal Fund Transfers	4,000	2,000	-	-	-	0.0%
Dedicated Beginning Bal	(5,457)	(11,390)	-	-	-	0.0%
Total Resources	21,201	13,995	26,208	26,208	27,500	4.9%
Materials and Services	32,590	21,345	25,770	25,770	25,460	-1.2%
Other: Contingency	-	-	438	438	2,040	365.8%
Total Expenditures	32,590	21,345	26,208	26,208	27,500	4.9%
Regular	-	-	-	-	-	0.0%
Temporary	-	-	-	-	-	0.0%
Total	-	-	-	-	-	0.0%

Key Goals & Measures:

Mission & Purpose:

To operate and maintain a sewer collection and treatment system for the community of Alsea servicing approximately 66 residential and 14 commercial customers. Operate the system in a cost effective and efficient manner in accordance with Department of Environmental Quality permit requirements.

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: Proactive Community	17%	28%	20%
Goal: Maintain water quality of discharge through maintenance and monitoring of treatment system Measure: % of Biological Oxygen Demand and Total Suspended Solids removal below permit standard Strategic Intent Relationship: Proactive Community	0%, -10%	0%, -3%	0%, 0%

ALSEA COUNTY SERVICE DISTRICT

Water 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	137	104	200	200	150	-25.0%
Charges for Services	4,135	4,189	4,500	4,500	4,600	2.2%
Dedicated Beginning Bal	22,702	24,371	20,615	20,615	23,000	11.6%
Total Resources	26,974	28,663	25,315	25,315	27,750	9.6%
Materials and Services	248	301	282	282	325	15.2%
Capital Outlay	-	-	1,000	1,000	1,000	0.0%
Other: Contingency	-	-	21,678	21,678	24,070	11.0%
Other: Internal Fund Transfer	2,355	7,355	2,355	2,355	2,355	0.0%
Total Expenditures	2,603	7,656	25,315	25,315	27,750	9.6%
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 one-time major maintenance and repairs that are too expensive to fund out of the standard operating budget.

ALSEA 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	127	91	100	100	125	25.0%
Charges for Services	5,305	1,825	2,000	2,000	2,000	0.0%
Operating Grants/Contributions	-	-	-	-	-	0.0%
Dedicated Beginning Bal	22,287	23,547	12,020	12,020	25,000	108.0%
Total Resources	27,718	25,462	14,120	14,120	27,125	92.1%
Materials and Services	145	216	150	150	200	33.3%
Capital Outlay	26	-	-	-	2,000	0.0%
Other: Contingency	-	-	13,970	13,970	24,925	78.4%
Other: Internal Fund Transfer	4,000	2,000	-	-	-	0.0%
Total Expenditures	4,171	2,216	14,120	14,120	27,125	92.1%
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 one-time major maintenance and repairs that are too expensive to fund out of the standard operating budget.

ALSEA COUNTY SERVICE DISTRICT

District Debt Service

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	29	23	50	50	-	0.0%
Internal Fund Transfers	2,355	2,355	2,355	2,355	2,355	0.0%
Loans	-	-	14,000	14,000	-	0.0%
Dedicated Beginning Bal	5,191	5,554	5,900	5,900	200	-96.6%
Total Resources	7,575	7,932	22,305	22,305	2,555	-88.5%
Other: Reserve	-	-	-	-	-	0.0%
Other: Debt Principal	992	1,166	21,800	21,800	2,125	-90.3%
Other: Debt Interest	1,029	855	505	505	230	-54.5%
Other: Debt Reserve	-	-	-	-	200	0.0%
Total Expenditures	2,021	2,021	22,305	22,305	2,555	-88.5%
Regular	-	-	-	-	-	0.0%
Temporary	-	-	-	-	-	0.0%
Total	-	-	-	-	-	0.0%

Mission & Purpose:

To account for resources and payments associated with payment of principle and interest on debt incurred for improvements to the water system.

Key Goals & Measures:

Description, Definition and Discussion	Goal/Estimate 2016-17
Goal: Pay annual debt service as scheduled to Benton County General Fund.	2016-17 Payment budgeted