

# 2017-2018 Adopted Budget

## Hidden Valley County Service District

For the Fiscal Period  
Beginning July 1, 2017  
Ending June 30, 2018

### Governing Body

Anne Schuster, 2017 BOC Chair  
Xanthippe Augerot, Commissioner  
Annabelle Jaramillo, Commissioner



# Hidden Valley County Service District

**ADMINISTRATION:** Benton County Public Works

**DIRECTOR:** Josh Wheeler, P.E. **FACILITIES MANAGER:** Bob Tessmer

**OFFICE LOCATION:** Public Works, 360 SW Avery, Corvallis

**TELEPHONE:** 541-766-6821

**INTERNET ADDRESS:** [HTTPS://WWW.CO.BENTON.OR.US/PUBLICWORKS/PAGE/HIDDEN-VALLEY-SERVICE-DISTRICT](https://www.co.benton.or.us/publicworks/page/hidden-valley-service-district)

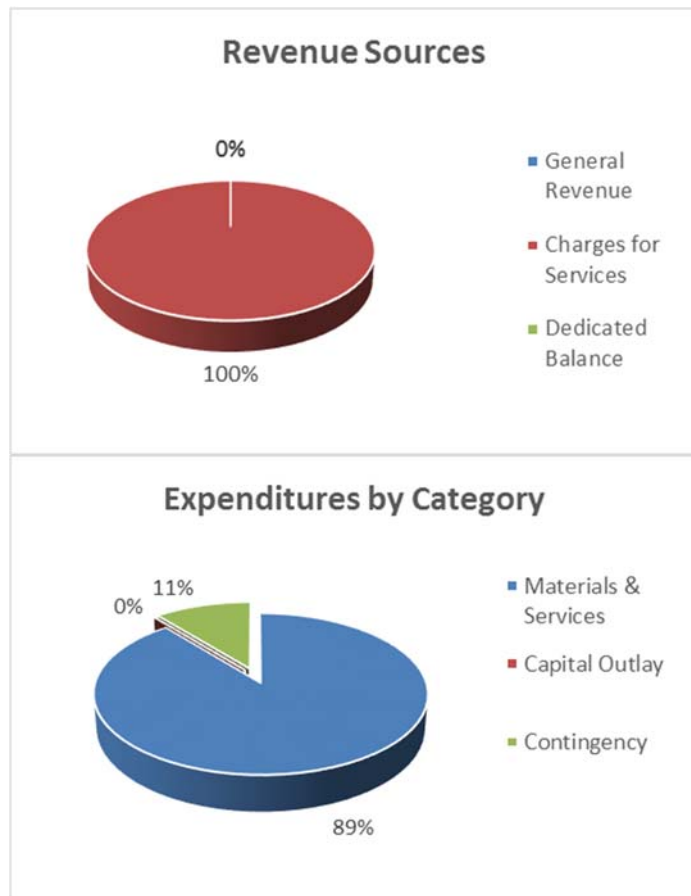
## DISTRICT OVERVIEW:

To provide operation and maintenance of a community water system in the Hidden Valley Subdivision approximately 15 miles west of Corvallis. The water system was designed to serve a subdivision of 13 lots.

The district was formed as a result of an election on May 16, 2017 to operate a water system.

The district is a separate municipal entity from the County but by law the Governing Body is the Benton County Board of Commissioners. Daily operations of the district are delegated to the Facilities & Utilities Division of the County Public Works Department. County Financial Services coordinates the budget process and provides treasury management and other financial services. Public Works manages the billing and daily accounting processes. The county is reimbursed from district funds for administrative expenses.

An advisory committee will be established to review district operations and makes recommendations to the governing body on issues, rates and taxes.



## HIDDEN VALLEY COUNTY SERVICE DISTRICT

### Budget Summary – All Cost Centers

Category Title	2014-15 Actual	2015-16 Actual	2016-17 Adopted	2016-17 Adj. Adopted	2017-18 Budget
General Revenues	-	-	-	-	-
Charges for Service	-	-	-	-	10,920
Operating Grants/Contributions	-	-	-	-	-
Capital Grants/Contributions	-	-	-	-	-
Fund Transfers In	-	-	-	-	-
Loans	-	-	-	-	-
Current Program Income	-	-	-	-	10,920
Unrestricted Beginning Balance	-	-	-	-	-
Dedicated Beginning Balance	-	-	-	-	-
Beginning Balances	-	-	-	-	-
Total Resources	-	-	-	-	10,920
Personnel Services	-	-	-	-	-
Materials & Services	-	-	-	-	9,736
Capital Outlay	-	-	-	-	-
Other: Fund Transfers Out	-	-	-	-	-
Other: Loans	-	-	-	-	-
Other: Debt Service	-	-	-	-	-
Expenditures	-	-	-	-	9,736
Other: Contingency	-	-	-	-	1,184
Other: Debt Reserve	-	-	-	-	-
Other: Unappropriated Balance	-	-	-	-	-
Reserves	-	-	-	-	1,184
Total Budget	-	-	-	-	10,920
Surplus / (Deficit) of Fund Resources to Expenditures	-	-	-	-	-
Full-Time-Equivalent (FTE)					
Regular	-	-	-	-	-
Temporary	-	-	-	-	-
Total	-	-	-	-	-

# HIDDEN VALLEY COUNTY SERVICE DISTRICT

## District Statement

The annual budget covers the fiscal year beginning July 1, 2017 and ending June 30, 2018.

The budget was built on an initial user rate that may be adjusted after evaluation and discussion of future requirements with the Advisory Committee. At the time of creation district voters also approved a maximum property tax levy of \$2.50 per 1000 of assessed value. The tax rate was intended to supplement charges for service income to fund major repair or replacement costs. No tax will be levied this year. The need for future tax levies will be discussed with the advisory committee. The district has no personnel. All services and support are provided by county operating departments.

Prior to formation the district existed for many years as a community water system managed by the county because the lot on which the well and water storage sat was acquired through property tax foreclosure. Due to this history the district starts with no cash resources and an older infrastructure that will require future repairs and upgrades.

### Key Goals & Measures:

Description, Definition and Discussion	Actual FY 2015-16	Actual 2016-17	Goal/Estimate 2017-18
<b>Goal:</b> Maintain a total dedicated fund balance to fund future capital improvements, major maintenance and emergency repairs <b>Measure:</b> % of \$_____ goal (To be determined) <b>Strategic Intent Relationship:</b> Proactive Community	n/a	n/a	TBD

**HIDDEN VALLEY COUNTY SERVICE DISTRICT**  
Water System Operations

Category Title	2014-15 Actual	2015-16 Actual	2016-17 Adopted	2016-17 Adj. Adopted	2017-18 Budget	% Change Over Adj. Adopted
General Revenues	-	-	-	-	-	0.0%
Charges for Services	-	-	-	-	8,736	0.0%
Dedicated Beginning Balance	-	-	-	-	-	0.0%
Total Resources	-	-	-	-	8,736	0.0%
Personnel Services	-	-	-	-	-	0.0%
Materials and Services	-	-	-	-	8,736	0.0%
Other: Contingency	-	-	-	-	-	0.0%
Total Expenditures	-	-	-	-	8,736	0.0%
Regular	-	-	-	-	-	0.0%
Temporary	-	-	-	-	-	0.0%
Total	-	-	-	-	-	0.0%

**Mission & Purpose:**

To operate a successful and efficient system within the requirements of the Oregon Water Resources Division, the Subdivision Water Management Plan, and operating ordinances. This budget supports the daily operating costs of the district including payments to Benton County for operations and administrative support services.

**Key Goals & Measures:**

Description, Definition and Discussion	Actual FY 2015-16	Actual FY 2016-17	Goal/Estimate 2017-18
<b>Goal:</b> Maintain Zero violation status for water quality in accordance with Oregon Water Resources requirements <b>Measure:</b> Numbers of violations annually <b>Strategic Intent Relationship:</b> Service Excellence	0	0	0
<b>Goal:</b> Minimize system loss through ongoing maintenance, leak detection, and monitoring <b>Measure:</b> % loss as a difference between pumped and distributed to customers <b>Strategic Intent Relationship:</b> Proactive Community	15%	11%	10%
<b>Goal:</b> Maintain accurate accounting of water distribution through meter calibration and upgrades <b>Measure:</b> number of meters replaced <b>Strategic Intent Relationship:</b> Service Excellence	2	2	3

**HIDDEN VALLEY COUNTY SERVICE DISTRICT**  
Water System Construction

Category Title	2014-15 Actual	2015-16 Actual	2016-17 Adopted	2016-17 Adj. Adopted	2017-18 Budget	% Change Over Adj. Adopted
Charges for Services	-	-	-	-	2,184	0.0%
Dedicated Beginning Balance	-	-	-	-	-	0.0%
Total Resources	-	-	-	-	2,184	0.0%
Materials and Services	-	-	-	-	1,000	0.0%
Capital Outlay	-	-	-	-	-	0.0%
Other: Contingency	-	-	-	-	1,184	0.0%
Total Expenditures	-	-	-	-	2,184	0.0%
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 from the standard operating budget.