

2018-2019 Proposed Budget

Cascade View County Service District

For the Fiscal Period
Beginning July 1, 2018
Ending June 30, 2019

Governing Body

Xanthippe Augerot, 2018 BOC Chair
Anne Schuster, Commissioner
Annabelle Jaramillo, Commissioner



Citizen Budget Committee Members

Steve Shields
Terry Barker
Thomas Gallagher

Cascade View County Service District

ADMINISTRATION: Benton County Public Works

DIRECTOR: Gary Stockhoff **INTERIM FACILITIES & UTILITIES MANAGER:** Laurie Starha

OFFICE LOCATION: Public Works, 360 SW Avery, Corvallis

TELEPHONE: 541-766-6821

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

DISTRICT OVERVIEW:

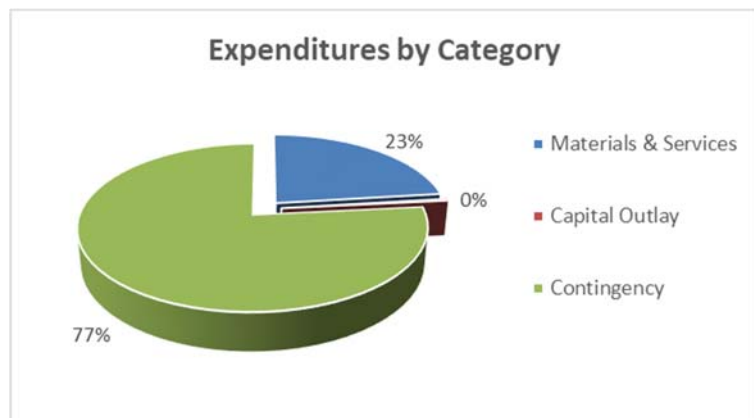
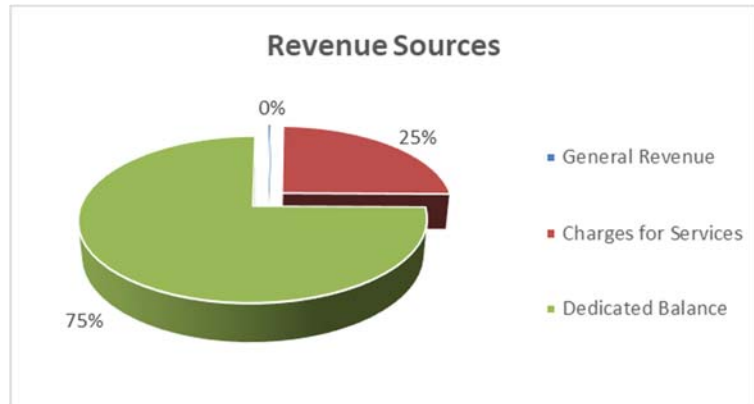
To operate a successful and efficient system within the requirements of the Oregon Water Resources Division, the Subdivision Water Management Plan, and operating ordinances.

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 if requested.

The district was organized as a condition of sub-division development to operate a water system and monitor water usage.

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. The County Financial Services department 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.

Currently, the District serves 49 customers. An advisory committee reviews district operations and makes recommendations to the governing body on issues and rates.



CASCADE VIEW COUNTY SERVICE DISTRICT

Budget Summary – All Cost Centers

Category Title	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Adj. Adopted	2018-19 Budget
General Revenues	550	902	500	500	500
Charges for Service	33,521	30,310	35,000	35,000	35,000
Operating Grants/Contributions	-	-	-	-	-
Capital Grants/Contributions	-	-	-	-	-
Fund Transfers In	-	-	-	-	-
Loans	-	-	-	-	-
Current Program Income	34,071	31,212	35,500	35,500	35,500
Unrestricted Beginning Balance	-	-	-	-	-
Dedicated Beginning Balance	74,161	81,149	89,000	89,000	105,500
Beginning Balances	74,161	81,149	89,000	89,000	105,500
Total Resources	108,232	112,361	124,500	124,500	141,000
Personnel Services	-	-	-	-	-
Materials & Services	27,083	28,243	32,290	32,290	32,540
Capital Outlay	-	-	1,000	1,000	500
Other: Fund Transfers Out	-	-	-	-	-
Other: Loans	-	-	-	-	-
Other: Debt Service	-	-	-	-	-
Expenditures	27,083	28,243	33,290	33,290	33,040
Other: Contingency	-	-	91,210	91,210	107,960
Other: Debt Reserve	-	-	-	-	-
Other: Unappropriated Balance	-	-	-	-	-
Reserves	-	-	91,210	91,210	107,960
Total Budget	27,083	28,243	124,500	124,500	141,000
Surplus / (Deficit) of Fund Resources to Expenditures	81,149	84,118	-	-	-

Full-Time-Equivalent (FTE)

Regular	-	-	-	-	-
Temporary	-	-	-	-	-
Total	-	-	-	-	-

CASCADE VIEW COUNTY SERVICE DISTRICT

District Statement

The annual budget covers the fiscal year beginning July 1, 2018 and ending June 30, 2019.

The budget was built on the assumption of no increase or changes in rates or charges. The district has no personnel. All services and support are provided by county operating departments as discussed above.

The district is in good financial condition. General revenues are the interest earnings on idle cash. For the past several years, low interest rates have resulted in low earnings relative to reserve balances.

The below goal was changed to maintain a reserve of \$100,000 as of July 1, 2018.

The County Financial Services department has done a review and revision of the County's financial policies. In the past County Utilities Service Districts had the Central County Overhead Charges limited to 8% of budgeted expenditures for the operating cost centers and 4% of budgeted expenditures for reserve cost centers. The new policy removes these caps and the Districts will be responsible for paying their full allocation of Central County Overhead charges. Cascade View would see an increase in annual cost of \$1,751. With the current rate structure this will be able to be absorbed without any rate increase necessary.

Key Goals & Measures:

Description, Definition and Discussion	Actual FY 2015-16	Actual FY 2016-17	Goal/Estimate 2018-19
Goal: Maintain a total dedicated fund balance to fund future capital improvements, major maintenance and emergency repairs Measure: % of \$100,000 goal Strategic Intent Relationship: Proactive Community	162% *	168% *	108%

*Goal was \$50,000 prior to 2018-19

CASCADE VIEW COUNTY SERVICE DISTRICT
Water System Operations

Category Title	2015-16	2016-17	2017-18	2017-18	2018-19	% Change Over
	Actual	Actual	Adopted	Adj. Adopted	Budget	Adj. Adopted
General Revenues	550	902	500	500	500	0.0%
Charges for Services	30,616	26,876	32,000	32,000	32,000	0.0%
Dedicated Beginning Balance	40,211	43,419	50,000	50,000	60,000	20.0%
Total Resources	71,377	71,197	82,500	82,500	92,500	12.1%
Personnel Services	-	-	-	-	-	0.0%
Materials and Services	27,958	27,955	30,770	30,770	31,020	0.8%
Other: Contingency	-	-	51,730	51,730	61,480	18.8%
Total Expenditures	27,958	27,955	82,500	82,500	92,500	12.1%
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 2018-19
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	11%	11%	10%
Goal: Maintain accurate accounting of water distribution through meter calibration and upgrades Measure: number of meters replaced Strategic Intent Relationship: Service Excellence	2	2	3

CASCADE VIEW COUNTY SERVICE DISTRICT
Water System Construction

Category Title	2015-16	2016-17	2017-18	2017-18	2018-19	% Change Over
	Actual	Actual	Adopted	Adj. Adopted	Budget	Adj. Adopted
Charges for Services	2,905	3,434	3,000	3,000	3,000	0.0%
Dedicated Beginning Balance	33,950	37,731	39,000	39,000	45,500	16.7%
Total Resources	36,855	41,165	42,000	42,000	48,500	15.5%
Materials and Services	(875)	288	1,520	1,520	1,520	0.0%
Capital Outlay	-	-	1,000	1,000	500	-50.0%
Other: Contingency	-	-	39,480	39,480	46,480	17.7%
Total Expenditures	(875)	288	42,000	42,000	48,500	15.5%
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.