

Tooley Water District Board Meeting Agenda

Version 1.1 (updated 8/14/23)

Meeting Date: Wednesday, August 16, 2023 7:00pm

Location: Online via Microsoft Teams.

https://teams.microsoft.com/join/19%3ameeting_NzI0OWVknjUtOWZmNi00MjQwLTg0OTEtNTRIZjVjMTlyZjI2%40thread.v2/0?context=%7b%22Tid%22%3a%2263870596-78a8-4ee2-93b9-de492e15c25f%22%2c%22Oid%22%3a%227710e67a-7223-411a-975f-b495630b89e5%22%7d

Type of meeting
Board Meeting

Chairperson
Carol Mauser

Minute keeper
Debby Jones

Topics

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Item 1 - Approval of Agenda

Item 2 – Approval of Minutes

Tooley Water District
July 19, 2023, Board Meeting
Meeting held virtually

Present: Carol Mauser, John Amery, Debby Jones, Amanda Valentine and Larry Russ

Carol opened the meeting at 7:09 pm

Carol asked for approval of the July agenda. John made the motion to approve the July agenda as presented. Amanda seconded. All approved. Motion carried.

Carol asked for approval of the June minutes. John made a motion to approve the June minutes. Larry seconded. All approved. Motion carried.

Financial Report

Checking:	\$ 14,518.15
Money Market:	\$ 50,201.38

John updated board members on the financials including checking transactions. The numbers shared included the final figures for the end of the budget year. The district did not have to tap into contingency funds for the chlorination system. John reported that the district was on budget and made approximately \$830 in additional water revenue.

Water Report

May Water Loss: 23.99%

Board members mentioned the 10% change in water loss and discussed any potential green spots that stand out during the hot summer months.

System Updates

- Automatic Chlorination Analyzer Install
 - Analyzer has been installed and calibrated
 - NCPHD has received the chlorination numbers as requested
 - Larry updated the board on the analyzer water runoff.
- The question was asked when the last time the reservoir had been inspected and cleaned. Larry believed that it had been at least 15 years. Larry has spoken to Robert from Highland to inquire when this could be done and the estimated cost. Early estimate is a couple thousand.
- John and Carol participated in additional grant meetings. One of the biggest issues now are the water rights. A potential of having a new well next to our current well but deeper thus potentially not impacting water rights. There is a potential funding source being considered.
- The current nitrate levels have been lower and there may be an additional set back.
- John shared his conversation with Eric from NCPHD. There was a concern that the district

should notify customers each time the levels are high. John informed NCPHD that by the time the results are received it could be up to a 2-week delay which may cause more confusion for the public.

- Shersten Finley update: Larry updated the board on the letter that Finley has sent to the Wasco County Soil and Water. At this time there has not been a response.

Emergency Preparedness

- No updates

Delinquent Accounts

- The majority of accounts were up to date.

Nitrate Resolution Plan:

- John updated the board on the option of providing drinking water. OHA may be able to provide drinking water.
- Carol shared another source of potential drinking water
- John had the opportunity to speak with someone from Senator Wyden's office. They are aware of our situation.
- Both John and Carol shared the incredible support that the district has received from the various organizations that have been assisting the district in this issue.

Tooley Policies

- No updates

Outdoor Kiosks

- Project currently on hold.

LIHWA

- Carol had applied but has not heard anything back. Carol will send a follow-up email.

New Business

- No new business

Next Meeting: Wednesday, August 16, 2023

For virtual access – contact johnamery@tooleywater.org or 541-340-0032.

Meeting adjourned at 8:42 pm

Item 3 - Financial Reports – Mr. Amery

Copy of current account totals from Washington Federal Website

Screenshot from Washington Federal website on 8/16/23

Account Snapshot



Checking ↓	Current Balance	Available Balance	
Checking	\$7,822.51	\$7,822.51	>
Money Market ↓	Current Balance	Available Balance	
Money Market	\$50,201.38	\$50,201.38	>

Recent Savings Transactions

No savings transactions since the last meeting.

Recent Checking Transactions

Tooley Water District								8/14/2023 4:12 PM
Register: Checking at Washington Federal								
From 07/16/2023 through 08/14/2023								
Sorted by: Date, Type, Number/Ref								
<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
07/17/2023	5155	Amanda Valentine	Personal Services:Boar...	June Board Me...	50.00	X		4,008.95
07/20/2023			Interest Income	Interest		X	2.61	4,011.56
07/31/2023	5156	Amanda Valentine	Personal Services:Boar...	July Board Me...	50.00			3,961.56
07/31/2023	5157	Debby Jones	Personal Services:Boar...	July Board Me...	50.00			3,911.56
07/31/2023	5158	John Amery	Personal Services:Boar...	July Board Me...	50.00			3,861.56
07/31/2023	5159	Larry Russ	Personal Services:Boar...	July Board Me...	50.00			3,811.56
07/31/2023	5160	Hiland Water Corp	Accounts Payable	Services Perfor...	2,350.00			1,461.56
08/09/2023		Hiland Water Corp	Water Revenue:Water ...	Deposit		X	3,660.95	5,122.51

Profit and Loss Budget vs. Actual

5:55 PM

08/14/23

Accrual Basis

Tooley Water District Profit & Loss Budget Performance July 2023

	Jul 23	Budget	% of Budget	Jul 23	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
Water Revenue							
Water Sales	4,559.32	3,318.07	137.4%	4,559.32	3,318.07	137.4%	47,761.09
Total Water Revenue	4,559.32	3,318.07	137.4%	4,559.32	3,318.07	137.4%	47,761.09
Total Income	4,559.32	3,318.07	137.4%	4,559.32	3,318.07	137.4%	47,761.09
Expense							
Capital Improvements	0.00	500.00	0.0%	0.00	500.00	0.0%	15,000.00
Contingency	0.00			0.00			8,500.00
Materials and Services							
Activation Fees	0.00			0.00			100.00
Computer and Internet Expenses	0.00	0.00	0.0%	0.00	0.00	0.0%	762.92
Copies	0.00	0.00	0.0%	0.00	0.00	0.0%	200.00
Dues and Fees	0.00	100.00	0.0%	0.00	100.00	0.0%	1,200.00
Legal Services							
Liability Insurance	0.00	416.66	0.0%	0.00	416.66	0.0%	5,000.00
Equipment Breakdown Coverage	0.00			0.00			150.00
Excess	0.00	0.00	0.0%	0.00	0.00	0.0%	192.00
General Liability	0.00	0.00	0.0%	0.00	0.00	0.0%	1,063.00
Insurance Refund	0.00			0.00			-162.00
N/O Auto Liability	0.00	0.00	0.0%	0.00	0.00	0.0%	175.00
Property	0.00	0.00	0.0%	0.00	0.00	0.0%	450.00
Liability Insurance - Other	0.00	0.00	0.0%	0.00	0.00	0.0%	446.41
Total Liability Insurance	0.00	0.00	0.0%	0.00	0.00	0.0%	2,314.41
Maintenance and Repairs							
Network Monitoring Maintenance	0.00	745.53	0.0%	0.00	745.53	0.0%	8,946.46
Office Supplies	0.00	0.00	0.0%	0.00	0.00	0.0%	340.00
Operating Expenses	0.00	8.33	0.0%	0.00	8.33	0.0%	100.00
Disconnect Fee	0.00	8.33	0.0%	0.00	8.33	0.0%	100.00
Hiland Base Maintenance Fee	2,350.00	2,206.37	106.5%	2,350.00	2,206.37	106.5%	26,476.48
Total Operating Expenses	2,350.00	2,214.70	106.1%	2,350.00	2,214.70	106.1%	26,576.48
Postage and Delivery	0.00	8.33	0.0%	0.00	8.33	0.0%	100.00
Total Materials and Services	2,350.00	3,493.55	67.3%	2,350.00	3,493.55	67.3%	45,640.27
Personal Services							
Boardmember Incentives	250.00	250.00	100.0%	250.00	250.00	100.0%	3,000.00
Boardmember training/meetings	0.00	0.00	0.0%	0.00	0.00	0.0%	250.00
Crime Bond	0.00	0.00	0.0%	0.00	0.00	0.0%	175.00
Meeting Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	200.00
Workmans Compensation Insurance	0.00	0.00	0.0%	0.00	0.00	0.0%	688.42
Total Personal Services	250.00	250.00	100.0%	250.00	250.00	100.0%	4,313.42
Total Expense	2,600.00	4,243.55	61.3%	2,600.00	4,243.55	61.3%	73,453.69
Net Ordinary Income	1,959.32	-925.48	-211.7%	1,959.32	-925.48	-211.7%	-25,692.60
Other Income/Expense							
Other Income							
Interest Income	102.64	20.83	492.8%	102.64	20.83	492.8%	250.00
Total Other Income	102.64	20.83	492.8%	102.64	20.83	492.8%	250.00
Net Other Income	102.64	20.83	492.8%	102.64	20.83	492.8%	250.00
Net Income	2,061.96	-904.65	-227.9%	2,061.96	-904.65	-227.9%	-25,442.60

Balance Sheet – Previous year comparison

4:15 PM

08/14/23

Accrual Basis

Tooley Water District Balance Sheet Prev Year Comparison As of August 14, 2023

	Aug 14, 23	Aug 14, 22	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Checking at Washington Federal	5,122.51	3,550.96	1,571.55	44.3%
Savings at Washington Federal	50,201.38	50,029.00	172.38	0.3%
Total Checking/Savings	55,323.89	53,579.96	1,743.93	3.3%
Total Current Assets	55,323.89	53,579.96	1,743.93	3.3%
Fixed Assets				
Tooley Fixed Assets	180,300.00	180,300.00	0.00	0.0%
Total Fixed Assets	180,300.00	180,300.00	0.00	0.0%
TOTAL ASSETS	235,623.89	233,879.96	1,743.93	0.8%
LIABILITIES & EQUITY				
Equity				
Opening Balance Equity	199,855.44	199,855.44	0.00	0.0%
Retained Earnings	30,045.54	17,529.94	12,515.60	71.4%
Net Income	5,722.91	16,494.58	-10,771.67	-65.3%
Total Equity	235,623.89	233,879.96	1,743.93	0.8%
TOTAL LIABILITIES & EQUITY	235,623.89	233,879.96	1,743.93	0.8%

Tooley Water District
Balance Sheet Prev Year Comparison
As of August 14, 2022

	<u>Aug 14, 22</u>	<u>Aug 14, 21</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Checking at Washington Federal	3,550.96	8,790.47	-5,239.51	-59.6%
Savings at Washington Federal	50,029.00	39,190.96	10,838.04	27.7%
Total Checking/Savings	<u>53,579.96</u>	<u>47,981.43</u>	<u>5,598.53</u>	<u>11.7%</u>
Total Current Assets	<u>53,579.96</u>	<u>47,981.43</u>	<u>5,598.53</u>	<u>11.7%</u>
Fixed Assets				
Tooley Fixed Assets	180,300.00	180,300.00	0.00	0.0%
Total Fixed Assets	<u>180,300.00</u>	<u>180,300.00</u>	<u>0.00</u>	<u>0.0%</u>
TOTAL ASSETS	<u>233,879.96</u>	<u>228,281.43</u>	<u>5,598.53</u>	<u>2.5%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	0.00	1,911.00	-1,911.00	-100.0%
Total Accounts Payable	<u>0.00</u>	<u>1,911.00</u>	<u>-1,911.00</u>	<u>-100.0%</u>
Total Current Liabilities	<u>0.00</u>	<u>1,911.00</u>	<u>-1,911.00</u>	<u>-100.0%</u>
Total Liabilities	<u>0.00</u>	<u>1,911.00</u>	<u>-1,911.00</u>	<u>-100.0%</u>
Equity				
Opening Balance Equity	199,855.44	199,855.44	0.00	0.0%
Retained Earnings	17,529.94	22,037.47	-4,507.53	-20.5%
Net Income	16,494.58	4,477.52	12,017.06	268.4%
Total Equity	<u>233,879.96</u>	<u>226,370.43</u>	<u>7,509.53</u>	<u>3.3%</u>
TOTAL LIABILITIES & EQUITY	<u>233,879.96</u>	<u>228,281.43</u>	<u>5,598.53</u>	<u>2.5%</u>

Tooley Water District
Balance Sheet Prev Year Comparison
As of August 14, 2021

	<u>Aug 14, 21</u>	<u>Aug 14, 20</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Checking at Washington Federal	8,790.47	3,926.79	4,863.68	123.9%
Savings at Washington Federal	39,190.96	47,161.79	-7,970.83	-16.9%
Total Checking/Savings	<u>47,981.43</u>	<u>51,088.58</u>	<u>-3,107.15</u>	<u>-6.1%</u>
Total Current Assets	<u>47,981.43</u>	<u>51,088.58</u>	<u>-3,107.15</u>	<u>-6.1%</u>
Fixed Assets				
Tooley Fixed Assets	<u>180,300.00</u>	<u>180,300.00</u>	<u>0.00</u>	<u>0.0%</u>
Total Fixed Assets	<u>180,300.00</u>	<u>180,300.00</u>	<u>0.00</u>	<u>0.0%</u>
TOTAL ASSETS	<u>228,281.43</u>	<u>231,388.58</u>	<u>-3,107.15</u>	<u>-1.3%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	<u>1,911.00</u>	<u>0.00</u>	<u>1,911.00</u>	<u>100.0%</u>
Total Accounts Payable	<u>1,911.00</u>	<u>0.00</u>	<u>1,911.00</u>	<u>100.0%</u>
Total Current Liabilities	<u>1,911.00</u>	<u>0.00</u>	<u>1,911.00</u>	<u>100.0%</u>
Total Liabilities	<u>1,911.00</u>	<u>0.00</u>	<u>1,911.00</u>	<u>100.0%</u>
Equity				
Opening Balance Equity	199,855.44	199,855.44	0.00	0.0%
Retained Earnings	22,037.47	26,128.20	-4,090.73	-15.7%
Net Income	<u>4,477.52</u>	<u>5,404.94</u>	<u>-927.42</u>	<u>-17.2%</u>
Total Equity	<u>226,370.43</u>	<u>231,388.58</u>	<u>-5,018.15</u>	<u>-2.2%</u>
TOTAL LIABILITIES & EQUITY	<u>228,281.43</u>	<u>231,388.58</u>	<u>-3,107.15</u>	<u>-1.3%</u>

Tooley Water District
Balance Sheet Prev Year Comparison
As of August 14, 2020

	<u>Aug 14, 20</u>	<u>Aug 14, 19</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Checking at Washington Federal	3,926.79	6,984.09	-3,057.30	-43.8%
Savings at Washington Federal	47,161.79	42,841.39	4,320.40	10.1%
Total Checking/Savings	<u>51,088.58</u>	<u>49,825.48</u>	<u>1,263.10</u>	<u>2.5%</u>
Total Current Assets	<u>51,088.58</u>	<u>49,825.48</u>	<u>1,263.10</u>	<u>2.5%</u>
Fixed Assets				
Tooley Fixed Assets	<u>180,300.00</u>	<u>180,300.00</u>	<u>0.00</u>	<u>0.0%</u>
Total Fixed Assets	<u>180,300.00</u>	<u>180,300.00</u>	<u>0.00</u>	<u>0.0%</u>
TOTAL ASSETS	<u>231,388.58</u>	<u>230,125.48</u>	<u>1,263.10</u>	<u>0.6%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	<u>0.00</u>	<u>-120.00</u>	<u>120.00</u>	<u>100.0%</u>
Total Accounts Payable	<u>0.00</u>	<u>-120.00</u>	<u>120.00</u>	<u>100.0%</u>
Total Current Liabilities	<u>0.00</u>	<u>-120.00</u>	<u>120.00</u>	<u>100.0%</u>
Total Liabilities	<u>0.00</u>	<u>-120.00</u>	<u>120.00</u>	<u>100.0%</u>
Equity				
Opening Balance Equity	199,855.44	199,855.44	0.00	0.0%
Retained Earnings	26,128.20	26,098.38	29.82	0.1%
Net Income	<u>5,404.94</u>	<u>4,291.66</u>	<u>1,113.28</u>	<u>25.9%</u>
Total Equity	<u>231,388.58</u>	<u>230,245.48</u>	<u>1,143.10</u>	<u>0.5%</u>
TOTAL LIABILITIES & EQUITY	<u>231,388.58</u>	<u>230,125.48</u>	<u>1,263.10</u>	<u>0.6%</u>

Tooley Water District
Balance Sheet Prev Year Comparison
As of August 14, 2019

	<u>Aug 14, 19</u>	<u>Aug 14, 18</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Checking at Washington Federal	6,984.09	7,359.09	-375.00	-5.1%
Savings at Washington Federal	42,841.39	38,578.20	4,263.19	11.1%
Total Checking/Savings	<u>49,825.48</u>	<u>45,937.29</u>	<u>3,888.19</u>	<u>8.5%</u>
Total Current Assets	<u>49,825.48</u>	<u>45,937.29</u>	<u>3,888.19</u>	<u>8.5%</u>
Fixed Assets				
Tooley Fixed Assets	<u>180,300.00</u>	<u>249,300.00</u>	<u>-69,000.00</u>	<u>-27.7%</u>
Total Fixed Assets	<u>180,300.00</u>	<u>249,300.00</u>	<u>-69,000.00</u>	<u>-27.7%</u>
TOTAL ASSETS	<u>230,125.48</u>	<u>295,237.29</u>	<u>-65,111.81</u>	<u>-22.1%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	<u>-120.00</u>	<u>3,041.02</u>	<u>-3,161.02</u>	<u>-104.0%</u>
Total Accounts Payable	<u>-120.00</u>	<u>3,041.02</u>	<u>-3,161.02</u>	<u>-104.0%</u>
Total Current Liabilities	<u>-120.00</u>	<u>3,041.02</u>	<u>-3,161.02</u>	<u>-104.0%</u>
Total Liabilities	<u>-120.00</u>	<u>3,041.02</u>	<u>-3,161.02</u>	<u>-104.0%</u>
Equity				
Opening Balance Equity	199,855.44	268,855.44	-69,000.00	-25.7%
Retained Earnings	26,098.38	20,781.01	5,317.37	25.6%
Net Income	<u>4,291.66</u>	<u>2,559.82</u>	<u>1,731.84</u>	<u>67.7%</u>
Total Equity	<u>230,245.48</u>	<u>292,196.27</u>	<u>-61,950.79</u>	<u>-21.2%</u>
TOTAL LIABILITIES & EQUITY	<u>230,125.48</u>	<u>295,237.29</u>	<u>-65,111.81</u>	<u>-22.1%</u>

Maintenance and Repairs – Details

No charges to date

Item 4 – Discussion – Water Report

April 2023	May 2023	June 2023	July 2023
Gallons pumped: 250,610	Gallons pumped: 292,597	Gallons pumped: 482,381	Gallons pumped: 493,990
Gallons sold: 170,900	Gallons sold: 194,060	Gallons sold: 366,640	Gallons sold: 422,830
Gallons lost: 79,710	Gallons lost: 98,537	Gallons lost: 115,741	Gallons lost: 71,160
Water Loss: 31.81%	Water Loss: 33.68%	Water Loss: 23.99%	Water Loss: 14.41%

Item 5 – Discussion/Action – General System Updates – Mr. Russ and Mr. Amery

- Larry Russ - Automatic Chlorination System.
- Larry Russ – Meetings with Shersten Finley
 - Potential Motion to request DEQ to file a complaint on behalf of Tooley Water District

Item 6 – Discussion – Emergency Preparedness

Item 7 – Discussion – Delinquent Accounts

Item 8 – Discussion – Nitrate Resolution Plan

Identified Potential Funding Options – Summary Developed by Sacramento State Office of Water Programs and funded by the EPA.

Tooley Water District Funding: US EPA Community Solution Team (CST) Summary—March 2023						
Funding Type	Program Contact	Active CST Participants	Description	Status	Amount (Match)	Timeline
<u>Oregon Safe Drinking Water State Revolving Fund (SDWSRF)</u>	Michael Held, Business Oregon	Michael Held, Maureen Kerner, Erica Pohler-Chapman, & John Amery	This program helps fund planning, design, and construction of drinking water facility improvements. This funding should cover the remaining project costs not covered by CDBG (i.e., engineering, final construction invoices).	Letter of Intent submitted by the 3-15-23 priority deadline	\$729,000 ^{1,2,3} (50% match)	LOI Submitted March 2023 ->LOI Award July 2023 -> fall 2024 funding available
<u>Community Development Block Grant (CDBG)</u>	Michael Held, Business Oregon	Carrie Pipinich, Maureen Kerner, Erica Pohler-Chapman, & John Amery	Grants and technical assistance are available through the Community Development Block Grants (CDBG) Program to develop livable urban communities for persons of low and moderate incomes by expanding economic opportunities and providing housing and suitable living environments. This funding should cover the bulk of the construction costs. MCEDD would be the grant administrator on behalf of Tooley Water District.	1. Carrie is working on submitting the paperwork for an income study (req. of CDBG) 2. Maureen is working on getting RCAC (another EFC) to conduct the income study	\$820,000 (0% - grant administration by MCEDD may increase the total cost of the project)	Construction application fall 2023 -> Award determination January 2024 - > bid spring/summer 2024 -> construction late 2024 into 2025
Congressionally Directed Spending with Oregon Legislature Request	<u>Oregon Senators (e.g., Ron Wyden)</u>	John Amery	Congressionally directed spending provides federal lawmakers the ability to demonstrate priorities at home and their fight for constituents' interests. Since the earmark moratorium, they have had to petition, lobby, and pressure federal agencies to consider local concerns. This funding should cover Tooley Water District's debt service from the 50% low interest loan match required by the SDWSRF, if approved.	John is following up with his contacts to request funding	\$364,500 (0% match)	Apply spring 2023 -> know if awarded spring 2024 -> funding available for CDS in 2025
Christmas Tree Funding (Oregon State Legislative Appropriation)	Various State Legislature Representatives	John Amery	This funding source would require action taken by the legislature to authorize the expenditure of a designated amount of public funds for a specific purpose. This funding should cover all of Tooley Water District's funding needs, if approved and written into law.	John is following up with his contacts to request funding	\$1,549,000 (0% match)	Tooley Water District contacts legislators spring 2023 -> know if included in Christmas Tree Bill by June 2023 -> Winter 2023/2024 funding available

<p><u>Low Income Household Water Assistance (LIHWA) Program</u></p>	<p><u>Kasey Buckles, MidColumbia Community Action Council (MCCAC)</u></p>	<p>Carol Mauser & Erica Pohler-Chapman</p>	<p>The Low-Income Household Water Assistance (LIHWA) Program is designed to provide low-income households with assistance for their drinking water and wastewater services costs. Households who are at or below 60% state median income (SMI) are income eligible for the program. LIHWA assistance payments will be paid directly to these utilities on behalf of eligible households to reconnect services, avert disconnection of services, and pay past-due amounts and current charges.</p> <p>This should help Tooley WD residents afford current and future rates and maintain the utility's long-term ability to finance the required infrastructure project to address the nitrate issue.</p>	<p>Erica put Kasey into contact with Carol. Carol is handling the utility onboarding process. Residents will need to apply and provide income verification document to MCCAC to qualify for a rate reduction.</p>	<p>Variable - paid to utility to reduce bill for rate payers with household income below 60% SMI (requires rate payers to apply) (0% match)</p>	<p>Spring 2023 to onboard the utility as a vendor (so they can accept payment on behalf of residents -> community outreach to encourage lower income residents to submit income verification to qualify summer 2023 -> rate relief for current customers and restored water service for lapsed accounts fall 2023</p>
<p><u>Emergency Community Water Assistance Grants</u></p> <p><u>through US Department of Agriculture Rural Development (USDA RD)</u></p>	<p>Charlotte Bentley & Ella Nichols, Oregon USDA RD</p>	<p>Maureen Kerner & Erica Pohler-Chapman</p>	<p>This program helps eligible communities prepare, or recover from, an emergency that threatens the availability of safe, reliable drinking water.</p> <p>This program may cover the 50% low interest loan match required by the SDWSRF, if the state legislature does not approve fund appropriation for this purpose through CDS. It's not clear if Tooley is eligible to apply directly, or if they'd need MCEDD to take on the grant administration costs for this funding source.</p>	<p>Not Started - Brought to the CST group's attention 3/22/23</p>	<p>\$364,500 (0% - grant may require TBD administrative costs)</p>	<p>Contact USDA RD Spring 2023 -> Apply in conjunction with CDBG (similar application requirements, year-round open apply) -> funding agreement turnaround usually a couple months</p>

- 1 This amount assumes a \$820,000 Community Development Block Grant and the total cost of drilling a new well equals the amount estimated in the feasibility study by GSI, Inc. (Well Location B: \$1,146,100) plus some extra to complete the engineering report and meet state and federal requirements (est. \$1.549 million total).
- 2 **SDWSRF Request Amount Discrepancy:**
 - (i) \$1.549 million was used in Section 1F: Project Budget of the Letter of Intent submitted to SDWSRF on March 15th, 2023.
 - (ii) Section 1G: Financing Sources of LOI submitted to SDWSRF on March 15th, 2023 requests a larger sum from the SDWSRF program (\$899,940, half of which the applicant would need to repay over the course of the loan term) to account for a total project cost that is higher than the feasibility report (estimate used in this section: \$1,719,940).
 - (iii) The revised Business Oregon OneStop debt service calculation Michael Held sent out on 3/15/23 shows a third scenario where the project costs \$1,257,350, a cost estimate provided by the utility.
- 3 The feasibility study did not cover all the costs needed for the SDWSRF Letter of Intent, and therefore costs in the LOI are estimates. The cost used in the Oregon OneStop debt service calculation

matches the estimated cost provided by the water utility. Actual cost of drilling a new well will be finalized in the Engineering Report. The SDWSRF request amount can be updated after that report is complete.

Tooley Water District Funding: US EPA Community Solution Team (CST) Summary—March, 2023

Other Funding Sources (Not Currently Under Consideration)	Description	Timeline	Reason Funding Source Was Removed from Consideration
Business Oregon Water/Wastewater Financing Program (WW)	The Water/Wastewater Financing Program funds the design and construction of public infrastructure needed to ensure compliance with the Safe Drinking Water Act or the Clean Water Act.	Open application yearround - summer 2023 submission for application possible > quick turn around for a funding agreement	Grant amount is up to 50% and capped at \$500,000 (pairing it with SRF funds means the total grant forgiveness is still 50% capped at a total \$500,000—i.e., the utility can't expect 50% loan forgiveness from the SRF program and \$500,000 additional dollars from the WW program). Interest rate for funds drawn from the WW program is higher than the SRF program (1.820% vs 1.000%), which significantly raises the annual debt service no matter how much is borrowed.
Business Oregon Special Public Works Fund (SPWF)	The Special Public Works Fund provides low-cost financing to eligible municipalities for planning, design, and construction of utilities and facilities essential to industrial growth, commercial enterprise, and job creation.	Open application yearround - summer 2023 submission for application possible > quick turn around for a funding agreement	This grant is 100% loan with no forgiveness or grant option. This program has a significantly higher interest rate (4.130%) which triples the annual debt service when compared to funding the same amount through the SRF program. This program may be quicker, but the added debt burden would incentivize homeowners and renters to sell/move away or drill their own private wells using the Water Well Abandonment, Repair and Replacement Fund (WARRF) or out of pocket—the negative social, financial, environmental, and community effects outweigh timeline benefits.

Item 9 – Discussion – Tooley Policies

SDAO has updated their Administrative Handbook. Tooley may be able to develop some policies from this handbook.

<https://www.sdao.com/sdao-administrative-handbook>

Another good resource is Chapter 860 of the PUC:

Item 10 - Discussion - LIHWA

Ms. Mauser has been working with Sacramento State Office of Water Programs with regards researching Oregon State's Low Income Household Water Assistance (LIHWA) program.

- <https://www.acf.hhs.gov/ocs/programs/lihwap>
- https://www.oregon.gov/ohcs/energy-weatherization/Pages/Low-Income-Household-Water-Assistance-Program.aspx?wp9224=p:3#g_531224e2_81ae_463a_bde9_a9ad0cb5cb0f
- <https://www.mccac.com/utility-assistance-and-weatherization#block-4411abd95b381c0314f5>

Item 11 – New Business

Place holder for new business

Item 13 – Discussion – Next Meeting

Next board meeting will take place the third Wednesday on September 20, 2023 at 7:00pm.

For virtual access – contact johnamery@tooleywater.org or 541-340-0032.

Meeting Adjourned