

# Tooley Water District Board Meeting Agenda

Version 1.1 (updated 11/11/23)

Meeting Date: Wednesday, November 15, 2023 7:00pm

Location: Online via Microsoft Teams.

[https://teams.microsoft.com/join/19%3ameeting\\_NzI0OWVknjUtOWZmNi00MjQwLTg0OTEtNTRIZjVkMTlyZjI2%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](https://teams.microsoft.com/join/19%3ameeting_NzI0OWVknjUtOWZmNi00MjQwLTg0OTEtNTRIZjVkMTlyZjI2%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  
October 18, 2023, Board Meeting  
Meeting held virtually

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

Carol opened the meeting at 7:02 pm

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

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

### Financial Report

Checking:	\$11,943.60
Money Market:	\$50,302.71

John updated board members on the financials including checking transactions.

- John mentioned potential options for dealing with funds in the savings account.
- John submitted the in lieu of audit form
- Revenues have been higher than originally forecasted

### Water Report

August Water Loss: 23.90%

- Board briefly discussed water loss issues.

### System Updates

- Automatic Chlorination Analyzer Install
  - Winter preparedness: Larry will have this issued taken care of before he leaves
- Shersten Finley update:
  - No update
- Under Certified operator protocol: Larry updated the board and stated he will complete the form.
- ODHS potential assistance with drinking water for residents: Larry reached out and received a call back who asked a number of questions regarding the makeup of our district. First indication is that this should be possible. The question was asked how long before the nitrate problem is resolved. The estimate is potentially 2 years.
- Larry shared that the Carothers residence has experienced a leak for some time. A plumber has been called in to address the issue. The leak has caused issues that will need to be addressed under the house. Larry shared an option of being able to shut the valve off and on for showers etc.
- Tooley Alarm: radios stopped communicating to wells: John updated the board on the pressure situation. John was able to address the issue with the sensa phone app.
- Shutting off lower well: Hiland contacted Larry asked if he would turn off the lower well. When Larry got down there the lower well had been shut down.

#### Emergency Preparedness

- No updates

#### Delinquent Accounts

- The majority of accounts were up to date.

#### Nitrate Resolution Plan:

Four options for consideration:

- Add the new basalt well as an authorized point of appropriation to Certificate 38186
- Use water from the new basalt well under “exempt use” provisions
- Submit a new groundwater permit application for the use of water from Well 1
- Obtain a portion of another basalt aquifer water right and transfer it to Tooley Water District

Owen was able to initiate a Ground Water Rights Transfer from Tooley’s existing well to the new proposed well sites. Additionally, Owen was able to submit an application for a permit for Groundwater use for Group Domestic wells for irrigation of up to ½ acre of lawn and garden. Both of these activities along with all the application fees were paid for by Sacramento State via a grant from EPA. Funding from that grant expired on 9/30/23.

RCAC is now working with the district since the Sacramento State grant has expired. John shared discussions that occurred with RCAC. John shared challenges that will need to be overcome regarding construction/zoning within the National Scenic Area pertaining to the reservoir building. There also may be objections from the adjacent property owner. Nate Stice with the state has offered the assistance of former Wasco County Planning Director, Angie Brewer, to help understand the zoning complications.

#### Grant / Finance Options

- Emergency Community Water Assistance Grants
- Safe Drinking Water Revolving Loan Fund
- Water/Wastewater Financing Program
- Domestic Well grant OHA

John made a motion to authorize Chairperson Mauser to pursue the OHA Domestic Well grant at her discretion. Larry seconded. All approved. Motion carried. Larry and Carol will work together to pursue the best option between the OHA Domestic Well grant and ODHA option.

One of the challenges regarding funding is that most grants require a fully engineered study and the district needs to find funding for the study

#### Tooley Policies

- No updates

#### Tooley Road Association

- Larry reached out to both Hiland and John Crompton regarding the Tooley Road Association. Larry had previously emailed board members a copy of the Road Association state paperwork. The road was first developed in 2001-2002. John Crompton took over the association after others individuals dropped off. John has set up an account at U.S. Bank. When John took on the association he asked individuals to voluntarily make annual payments for road upkeep. John eventually reached out to the Wasco County Road Master who suggested contacting Hiland to see if they would be willing to bill on behalf of the road association which Hiland agreed to. John shared concerns that there is nothing in writing that states that individuals must pay the monthly fee. The suggestion was made to discuss further with Hiland to see if there was a way to separate the billing. Debby offered to discuss the

issue further with Hiland and come back to the board with information in November.

New Business

- No new business

Next Meeting: Wednesday, November 15, 2023



For virtual access – contact [johnamery@tooleywater.org](mailto:johnamery@tooleywater.org) or 541-340-0032.

Meeting adjourned at 8:55 pm

## Item 3 - Financial Reports – Mr. Amery

### Copy of current account totals from Washington Federal Website

Screenshot from Washington Federal website on 11/11/23

Account Snapshot			
Checking	Current Balance ↑	Available Balance	
Checking 	\$8,742.71	\$8,742.71	>
Money Market ↓	Current Balance	Available Balance	
Money Market 	\$50,302.71	\$50,302.71	>

### Recent Savings Transactions

No new savings transactions since the last board meeting.

## Recent Checking Transactions

Tooley Water District								11/11/2023 6:49 PM
Register: Checking at Washington Federal								
From 10/16/2023 through 11/11/2023								
Sorted by: Date, Type, Number/Ref								
Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/20/2023			Interest Income	Interest		X	2.01	8,592.71
10/31/2023	5177	Amanda Valentine	Personal Services:Boar...	October Board ...	50.00			8,542.71
10/31/2023	5178	Carol Mauser	Personal Services:Boar...	October Board ...	50.00			8,492.71
10/31/2023	5179	Debby Jones	Personal Services:Boar...	October Board ...	50.00			8,442.71
10/31/2023	5180	John Amery	Personal Services:Boar...	October Board ...	50.00			8,392.71
10/31/2023	5181	Larry Russ	Personal Services:Boar...	October Board ...	50.00			8,342.71

## Profit and Loss Budget vs. Actual

6:54 PM

11/11/23

Accrual Basis

### Tooley Water District Profit & Loss Budget Performance October 2023

	Oct 23	Budget	% of Budget	Jul - Oct 23	YTD Budget	% of Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>Water Revenue</b>							
Water Sales	4,811.02	4,421.23	108.8%	18,697.75	16,841.86	111.0%	47,761.09
<b>Total Water Revenue</b>	4,811.02	4,421.23	108.8%	18,697.75	16,841.86	111.0%	47,761.09
<b>Total Income</b>	4,811.02	4,421.23	108.8%	18,697.75	16,841.86	111.0%	47,761.09
<b>Expense</b>							
<b>Capital Improvements</b>	0.00	500.00	0.0%	0.00	2,000.00	0.0%	15,000.00
<b>Contingency</b>	0.00			0.00			8,500.00
<b>Materials and Services</b>							
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%	113.90	400.00	28.5%	1,200.00
<b>Legal Services</b>	0.00	416.66	0.0%	0.00	1,666.64	0.0%	5,000.00
<b>Liability Insurance</b>							
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
<b>Total Liability Insurance</b>	0.00	0.00	0.0%	0.00	0.00	0.0%	2,314.41
Maintenance and Repairs	0.00	745.53	0.0%	1,551.11	2,982.12	52.0%	8,946.46
Network Monitoring Maintenance	0.00	0.00	0.0%	0.00	0.00	0.0%	340.00
Office Supplies	0.00	8.33	0.0%	0.00	33.32	0.0%	100.00
<b>Operating Expenses</b>							
Disconnect Fee	0.00	8.33	0.0%	0.00	33.32	0.0%	100.00
Hiland Base Maintenance Fee	0.00	2,206.37	0.0%	7,050.00	8,825.48	79.9%	26,476.48
<b>Total Operating Expenses</b>	0.00	2,214.70	0.0%	7,050.00	8,858.80	79.6%	26,576.48
Postage and Delivery	0.00	8.33	0.0%	0.00	33.32	0.0%	100.00
Materials and Services - Other	0.00			42.47			
<b>Total Materials and Services</b>	0.00	3,493.55	0.0%	8,757.48	13,974.20	62.7%	45,640.27
<b>Personal Services</b>							
Boardmember Incentives	250.00	250.00	100.0%	950.00	1,000.00	95.0%	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%	154.00	175.00	88.0%	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
<b>Total Personal Services</b>	250.00	250.00	100.0%	1,104.00	1,175.00	94.0%	4,313.42
<b>Total Expense</b>	250.00	4,243.55	5.9%	9,861.48	17,149.20	57.5%	73,453.69
<b>Net Ordinary Income</b>	4,561.02	177.68	2,567.0%	8,836.27	-307.34	-2,875.1%	-25,692.60
<b>Other Income/Expense</b>							
<b>Other Income</b>							
Interest Income	103.34	20.83	496.1%	208.17	83.32	249.8%	250.00
<b>Total Other Income</b>	103.34	20.83	496.1%	208.17	83.32	249.8%	250.00
<b>Net Other Income</b>	103.34	20.83	496.1%	208.17	83.32	249.8%	250.00
<b>Net Income</b>	<b>4,664.36</b>	<b>198.51</b>	<b>2,349.7%</b>	<b>9,044.44</b>	<b>-224.02</b>	<b>-4,037.3%</b>	<b>-25,442.60</b>

## Balance Sheet – Previous year comparison

6:50 PM

11/11/23

Accrual Basis

### Tooley Water District Balance Sheet Prev Year Comparison As of November 11, 2023

	Nov 11, 23	Nov 11, 22	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
Checking/Savings				
Checking at Washington Federal	8,342.71	5,657.62	2,685.09	47.5%
Savings at Washington Federal	50,302.71	52,558.06	-2,255.35	-4.3%
<b>Total Checking/Savings</b>	<u>58,645.42</u>	<u>58,215.68</u>	<u>429.74</u>	<u>0.7%</u>
<b>Total Current Assets</b>	58,645.42	58,215.68	429.74	0.7%
<b>Fixed Assets</b>				
Tooley Fixed Assets	180,300.00	180,300.00	0.00	0.0%
<b>Total Fixed Assets</b>	<u>180,300.00</u>	<u>180,300.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>TOTAL ASSETS</b>	<b><u>238,945.42</u></b>	<b><u>238,515.68</u></b>	<b><u>429.74</u></b>	<b><u>0.2%</u></b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Equity</b>				
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	9,044.44	21,130.30	-12,085.86	-57.2%
<b>Total Equity</b>	<u>238,945.42</u>	<u>238,515.68</u>	<u>429.74</u>	<u>0.2%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>238,945.42</u></b>	<b><u>238,515.68</u></b>	<b><u>429.74</u></b>	<b><u>0.2%</u></b>



## *Maintenance and Repairs – Details*

As of the time this agenda was developed, Tooley Water district had not received an updated report from our contractor regarding October's transactions.

## Checks that have not cleared

7:04 PM

11/11/23

Accrual Basis

### Tooley Water District Checks that have not cleared All Transactions

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount
Ch...	07/31/21	5157	Debby Jones	July Board Meeting attendance	Checki...		Boardmember Incentives	-50.00
Ch...	08/31/21	5164	Debby Jones	August Board Meeting attendance	Checki...		Boardmember Incentives	-50.00
Ch...	09/30/21	5172	Debby Jones	October Board Meeting attendance	Checki...		Boardmember Incentives	-50.00
Ch...	10/31/21	5177	Amanda Valentine	October Board Meeting attendance	Checki...		Boardmember Incentives	-50.00
Ch...	10/31/21	5178	Carol Mauser	October Board Meeting attendance	Checki...		Boardmember Incentives	-50.00
Ch...	10/31/21	5179	Debby Jones	October Board Meeting attendance	Checki...		Boardmember Incentives	-50.00
Ch...	10/31/21	5180	John Amery	October Board Meeting attendance	Checki...		Boardmember Incentives	-50.00
Ch...	10/31/21	5181	Larry Russ	October Board Meeting attendance	Checki...		Boardmember Incentives	-50.00
<b>Total</b>								<b><u>-400.00</u></b>

## Item 4 – Discussion – Water Report

<b>July 2023</b>	<b>August 2023</b>	<b>September 2023</b>	<b>October 2023</b>
Gallons pumped: 493,990 Gallons sold: 422,830 Gallons lost: 71,160 Water <b>Loss: 14.41%</b>	Gallons pumped: 729,382 Gallons sold: 586,210 Gallons lost: 143,172 <b>Water Loss: 19.63%</b>	Gallons pumped: 432,782 Gallons sold: 329,333 Gallons lost: 103,449 <b>Water Loss: 23.90%</b>	Waiting for report from contractor

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

- Larry Russ - Automatic Chlorination System. Winter preparedness.
- Larry Russ – updates regarding meetings with Shersten Finley
- Larry Russ – ODHS potential assistance with drinking water for residents.

## Item 6 – Discussion – Emergency Preparedness

## Item 7 – Discussion – Delinquent Accounts

## Item 8 – Discussion – Nitrate Resolution Plan

### *Water Rights*

Four Options for consideration as recommended by Owen McMutrey of GSI.

1. Add the new basalt well as an authorized point of appropriation to Certificate 38186.
2. Use water from the new basalt well under “exempt use” provisions.
3. Submit a new groundwater permit application for the use of water from Well 1.
4. Obtain a portion of another basalt aquifer water right and transfer it to Tooley Water District.

Owen was able to initiate a Ground Water Rights Transfer from Tooley’s existing well to the new proposed well sites. Additionally, Owen was able to submit an application for a permit for Groundwater use for Group Domestic wells for irrigation of up to ½ acre of lawn and garden. Both of these activities along with all the application fees were paid for by Sacramento State via a grant from EPA. Funding from that grant expired on 9/30/23.

## ***Grant / Finance Options***

OHA Domestic Wells Grant -

<https://app.smartsheet.com/b/publish?EQBCT=b676066b34814c9093c709693deb0d4f>

## Domestic Wells

### Domestic Wells



In 1990 the State of Oregon designated the Lower Umatilla Basin a Groundwater Management Area (LUBGWMA) in parts of Morrow and Umatilla Counties due to high levels of nitrate in groundwater resulting primarily from agricultural activities in the region. The federal Environmental Protection Agency (EPA) sets the Maximum Contaminant Level (MCL) of nitrate in drinking water at 10 milligrams per liter (mg/L) of water. People in the LUBGWMA who rely on domestic (private) wells for their drinking water may be exposed to unsafe levels of nitrate when using water above 10 mg/L for drinking and cooking. Short term exposure may cause immediate health problems in babies fed formula made with this water and may affect pregnancies. Long term exposure is associated with increased risk of thyroid, respiratory and other illnesses and certain cancers. OHA, together with the Oregon Department of Human Services (ODHS), Morrow and Umatilla County LPHAs, Local CBOs and other partners are responding to provide access to safe water to residents whose well water tests above 10 mg/L.

Activities will support community engagement related to domestic well testing and safe drinking water in the affected areas of Morrow and Umatilla counties. This includes: sharing OHA education and outreach materials regarding nitrate and health risks and raising awareness about access to state-provided Safe Water Services. "Safe Water Services" include domestic well water testing and, for residents whose well water tests above 10mg/L for nitrate, access to free water delivery and, when effective, free in-home nitrate treatment systems.

Applicants may utilize staff and volunteer workers to conduct Eligible Activities, however, at least one Applicant staff person must participate in any activity that a volunteer attends.

**Total funding available: \$250,000**

**For more information on Domestic Wells Program, [Click Here](#)**

## Grant Program Activities

**Eligibility:** Activities with known funding are described below and may have criteria for eligibility or stated funding preferences. Unless otherwise specified, there are no restrictions on proposing to work within a county versus a region of the state. Applicants proposing to work in more than one county must provide specific details about the work being proposed in each county, including how their specific population(s) of focus in each county will benefit from the proposed work and the existing relationships the Applicant has with the population(s) of focus in each county. If the Applicant does not have existing relationships in the county, Applicant must describe how they intend to build those relationships. Please propose activities that meet the needs of your organization's structure and/or service area.

**Training and Technical Assistance:** Applicants may want to build their staff capacity for certain skills or content area expertise, as well as organizational capacity to expand reach in its community and improve competitiveness for funding opportunities. Organizations that are awarded funding in one or more categories below are eligible to receive capacity building, training, and technical assistance, including, but not limited to: fiscal, human resources, equity, policy leadership and advocacy capacities and subject matter areas like Communicable Disease prevention and climate adaptation.

### Eligible Activities

i. Applicant may participate in activities to test domestic well water or encourage residents to access well water testing.

ii. Applicant may have staff and volunteers participate in activities organized by OHA, ODHS and/or LPHA partners such as door-to-door visits to collect domestic well water samples, phone banking to remind households that re-testing is needed, and/or offer OHA-provided water screening test kits through their programs serving community members and at their community events. At least one Applicant staff person must participate in any activity that a volunteer attends.

(c) Support Water Treatment and Maintenance Activities.

Applicant must work together with OHA and OHA partners to refer well users with elevated nitrate concentrations to free in-home drinking water treatment systems provided by OHA and inform development of education and outreach materials related to treatment system maintenance.

(d) Support Water Provision Activities.

Applicant must work together with OHA and OHA partners to support access by selected well users with nitrate levels above 10 mg/L to access free bottled water delivery.

### Unallowable Expenditures

Funds awarded through this RGFA may be used to fund personnel, fringe benefits and related costs for personnel to implement the final approved work plan. Funds awarded through this RFGA may **not** be used for: purchase of real estate; purchase of vehicles; payment for direct medical care and medical supplies; payment for individual community members' rent, mortgage, utilities, phone or internet service, etc. OHA reserves the right to place individual and percent of award limitations on the purchase of gift cards. Purchase of supplies must be directly related to the implementation of the final approved work plan and may **not** make up the majority of the overall funding tied to funding awarded through this RFGA.

## Are you ready to apply?

**You will be asked to attach the following items to your application form.**

**Your application will be considered incomplete if the following items are not included:**

- **Completed application** for funding
- **Attachment #2** -Project budget (Use this template [here](#). Attach in Excel format)
- **Attachment #3** -Project workplan (Use this template [here](#))
- **Attachment #4** -(2) Letters of Support (Use this template [here](#) or one of your own - must include the information asked in the [template](#))
- **501(c)3 determination letter** (From you or your fiscal sponsor) - [Need a copy, click here](#)

## Emergency Community Water Assistance Grants

### What does this program do?

This program helps eligible communities prepare, or recover from, an emergency that threatens the availability of safe, reliable drinking water.

The following events qualify as an emergency:

- Drought or flood
- Earthquake
- Tornado or hurricane
- Disease outbreak
- Chemical spill, leak, or seepage
- Other disasters

**NOTE: A federal disaster declaration is not required.**

### Who may apply for this program?

- Most State and local governmental entities
- Nonprofit organizations
- Federally recognized Tribes

#### What is an eligible area?

- Rural areas and towns with populations of 10,000 or less – check eligible addresses
- Tribal lands in rural areas
- Colonias

The area to be served must also have a median household income less than the state's median household income for non-metropolitan areas. Contact your local RD office for details.

#### How may funds be used?

- Water transmission line grants up to \$150,000 to construct waterline extensions, repair breaks or leaks in existing water distribution lines, and address related maintenance necessary to replenish the water supply
- Water source grants up to \$1,000,000 to construct a water source, intake or treatment facility

#### Are matching funds required?

Partnerships with other federal, state, local, private, and nonprofit entities are encouraged.

#### How do we get started?

- Applications for this program are accepted year round online at <https://www.rd.usda.gov/programs-services/rd-apply> or through your local RD office.
- Program Resources are available online (forms, guidance, certifications, etc.).

#### Who can answer questions?

- Staff in your local RD office.
- Participating nonprofit associations

#### What law governs this program?

- Code of Federal Regulation, 7 CFR 1778
- Section 306A of the Consolidated Farm and Rural Development Act

#### "Why does USDA Rural Development do this?"

This program helps prevent damage or restore households and business' access to clean, reliable drinking water in eligible rural areas and towns following natural disasters. Funding can improve the natural environment and encourage manufacturers and other businesses to locate or expand operations.

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**NOTE:** Because citations and other information may be subject to change, please always consult the program instructions listed in the section above titled "What Governs This Program?" You may also contact your local office for assistance. You will find additional forms, resources, and program information at [rd.usda.gov](http://rd.usda.gov). *USDA is an equal opportunity provider, employer, and lender.*

Last Updated July 2020



## INFRASTRUCTURE FINANCE: Safe Drinking Water Revolving Loan Fund

### Bringing safe drinking water to Oregon communities...

The Safe Drinking Water Revolving Loan Fund provides low-cost financing to eligible water systems for planning, design, engineering, and construction of drinking water facilities. Water systems may submit a Letter of Interest (LOI) at any time to begin the process. Once submitted, LOIs are rated and ranked by the Oregon Health Authority (OHA) before being listed on the project priority list (PPL). Only projects that are listed on the PPL and are ready to proceed may be invited to apply for funding.

### ELIGIBLE WATER SYSTEMS

Public and privately owned community and non-profit non-community water systems are eligible applicants. Federally-owned water systems are not eligible.

### ELIGIBLE PROJECTS

**Sustainable Infrastructure Planning Projects (SIPP)** - activities that promote sustainable water infrastructure may receive 100% forgivable loan funding up to a maximum of \$20,000 per project. Priority is given to systems less than 300 connections. Eligible planning activities include:

- Feasibility Studies to evaluate infrastructure project feasibility
- Asset Management Planning for managing water system infrastructure assets
- System Partnership Studies to evaluate potential for system consolidation or regionalization
- Resilience Planning for improving system resiliency and identifying infrastructure projects
- Water Rate Analysis of water system rate charges, structure, and adequacy
- Leak Detection Studies to detect system leakage and identify possible solutions
- Water System Master Plans for long-range system needs (less than 300 connections only)

[biz.oregon.gov](http://biz.oregon.gov)

Business Oregon's **Infrastructure Finance Authority** assists communities to build infrastructure capacity to address public health, safety, and compliance issues as well as support their ability to attract, retain and expand businesses. The IFA strives to coordinate the delivery of infrastructure financing to Oregon communities and to better collaborate with local partners.



### BUSINESS OREGON

775 Summer St., NE, Suite 200  
Salem, OR 97301

[biz.oregon.gov](http://biz.oregon.gov)  
Ph: 503-986-0123  
[business.oregon\\_info@biz.oregon.gov](mailto:business.oregon_info@biz.oregon.gov)

Business Oregon is an agency  
of the state of Oregon.





**Design, Engineering, and Construction Projects** – activities that create or improve drinking water system facilities. Eligible design, engineering, and construction projects include:

- New, repair or replacement of water sources, treatment, finished water reservoirs, pumping and transmission/distribution mains, including associated appurtenances, land/easement acquisition and control buildings
- Aquifer Storage and Recovery (ASR)
- Instrumentation, telemetry, water meter, AMR/AMI, backflow device and pressure reducing valve (PRV) installation or replacement
- Safety, seismic, and security improvements
- Improvements to critical water system assets that increase redundancy and reliability
- Water system restructuring and/or consolidation to resolve noncompliance or technical, managerial, and financial problems

#### **CIRCUIT RIDERS**

Free technical assistance is available from drinking water Circuit Riders to provide on-site services for community water systems serving populations under 10,000 and Non-Transient Non-Community non-profit schools. Services include various water system testing, instruction, reporting, monitoring adjustments, research, financing strategies, and funding application assistance.

#### **INELIGIBLE PROJECTS**

Ineligible projects include dams or rehabilitation of dams, water rights, raw water reservoirs or rehabilitation of raw water reservoirs, projects primarily for fire protection, and projects primarily to serve future population growth.

#### **FUNDING**

Loan funding is available for financing small and large projects with interest rates as low as 60% of market rates and terms up to 20 years. A limited amount of principal forgiveness may be available for all eligible projects, with priority funding and greater financial incentives for projects that resolve current health and/or compliance issues, or address technical, managerial or financial problems through consolidation. Disadvantaged communities may receive additional principal forgiveness, loan interest rates as low as 1%, and loan terms extending up to 30 years. Principal forgiveness is also available to assist with project management and labor standards compliance.

#### **HOW TO APPLY**

Eligible water systems may register at any time online at <https://www.oregon.gov/biz/programs/SDWRLF/Pages/SDWRLFLetterofInterest.aspx>. For more information, check our online **staff directory** for how to contact the **Regional Development Officer** for your area.



### **Business Oregon WW Financing Program**



# INFRASTRUCTURE FINANCE: Water/Wastewater Financing Program

Raising the standards of drinking water, wastewater and stormwater in Oregon communities...

***Do you need financing for your public works project?***

Business Oregon helps communities develop infrastructure, public facilities and address their utility and economic development needs through several programs. The Water/Wastewater Financing Program provides low-cost financing for design and construction of public infrastructure needed to ensure compliance with the Safe Drinking Water Act or the Clean Water Act.

**ELIGIBLE PROJECTS**

In addition to eligible planning projects, capital improvement projects needed to achieve or maintain compliance with the Safe Drinking Water Act or the Clean Water Act are eligible for funding. Also eligible are drinking water projects that address an urgent community drinking water health risk or water supply concern, wastewater projects that address an urgent surface water or groundwater quality concern, and urgent stormwater projects that reduce community vulnerability to flooding. Business Oregon may request documentation from the responsible regulatory authority to verify project benefits.

Typical projects funded by this program are:

- Planning–Wastewater Facility and Water Master Plans, preliminary engineering, and financial investigations necessary to determine the feasibility of a project.
- Final Design–Engineering costs required to complete design of capital improvements and prepare construction drawings.
- Construction–Drinking water source development, treatment plants, storage reservoirs, distribution lines, and metering; Wastewater treatment, effluent disposal, pump stations, collection system pipelines; Storm water conveyance, retention and treatment.

[www.oregon.gov/biz](http://www.oregon.gov/biz)

Business Oregon’s infrastructure finance programs assist communities to build infrastructure capacity to address public health safety and compliance issues as well as support their ability to attract, retain and expand businesses. We strive to coordinate the delivery of infrastructure financing to Oregon communities and to better collaborate with local partners.



## BUSINESS OREGON

Main Office:  
775 Summer St., NE, Suite 200  
Salem, OR 97301

[www.oregon.gov/biz](http://www.oregon.gov/biz)  
Ph: 503-986-0123

Business Oregon is an agency of the state of Oregon.





Ineligible activities include construction of private service laterals, purchase of equipment and motor vehicles unrelated to the project, operation and maintenance expenses.

### ELIGIBLE ENTITIES

Eligible entities are "Municipalities," which include cities, counties, tribal councils, county service districts and special districts defined in ORS 198.010.

### FUNDING

The Water/Wastewater Financing Program is primarily a loan program, but includes grant options for specified activities and financing needs.

### LOANS

The maximum loan is \$10,000,000 per project with terms up to 30 years and very attractive interest rates.

### GRANTS

Grants may be awarded to assure sufficient funding for distressed communities when additional loan financing is not feasible.

Technical Assistance financing is available to municipalities with populations of less than 15,000 people, for planning, engineering, and economic investigations related to an eligible construction project.

- Grants up to \$20,000 per project
- Loans up to \$60,000, low interest rate and short term

## TO APPLY OR GET MORE INFORMATION:

Start the application process today by contacting the Regional Development Officer in your area:

[oregon.gov/biz](http://oregon.gov/biz)



## One Stop Scenarios

### ONE-STOP SCENARIO #1

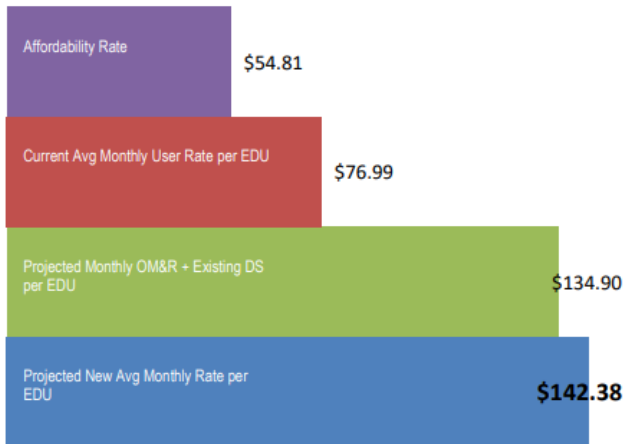
Estimated Project Cost	<b>\$1,157,500</b>
Local Contribution	<b>\$0</b>
Assistance Requested	<b>\$1,157,500</b>

Projected Monthly OM&R + Existing DS per EDU	<b>\$134.90</b>
Monthly New DS per EDU	<b>\$7.48</b>
Projected New Avg Monthly Rate per EDU	<b>\$142.38</b>

Partner	Program	Total Financing	Grant Amount	Loan Amount	Financing Terms		
					Loan Repayment Term (yrs)	Estimated Interest Rate	Annual Debt Payment
USDA	ECWAG	\$1,000,000	\$1,000,000	\$0	N/A	N/A	\$0
BizOR	SDWRLF	\$157,500	\$78,750	\$78,750	30	1.000%	\$3,051

Total Financed	<b>\$1,157,500</b>	Financing Gap	<b>\$0</b>	Annual Debt Service	<b>\$3,051</b>
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### Impact per EDU



Notes	
ECWAG	Contact USDA for full details
SDWRLF	Must meet affordability criteria for subsidized interest rate and principal forgiveness eligibility. Interest rates set quarterly. DWAC approval required for loans ≥\$6MM. IFA Board approval required for funding awards ≥\$3M or principal forgiveness ≥\$750,000.

**ONE-STOP SCENARIO #2**

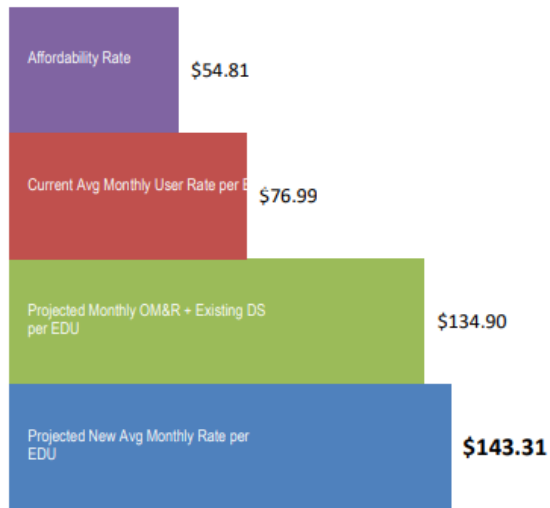
Estimated Project Cost	<b>\$1,157,500</b>
Local Contribution	<b>\$0</b>
Assistance Requested	<b>\$1,157,500</b>

Projected Monthly OM&R + Existing DS per EDU	<b>\$134.90</b>
Monthly New DS per EDU	<b>\$8.41</b>
Projected New Avg Monthly Rate per EDU	<b>\$143.31</b>

Partner	Program	Total Financing	Grant Amount	Loan Amount	Financing Terms		
					Loan Repayment Term (yrs)	Estimated Interest Rate	Annual Debt Payment
USDA	ECWAG	\$1,000,000	\$1,000,000	\$0	N/A	N/A	\$0
BizOR	WW	\$157,500	\$78,750	\$78,750	30	1.820%	\$3,430

Total Financed	<b>\$1,157,500</b>	Financing Gap	<b>\$0</b>	Annual Debt Service	<b>\$3,430</b>
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**Impact per EDU**



Notes	
ECWAG	Contact USDA for full details
WW	Must meet affordability criteria for subsidized interest rate and grant eligibility. Interest rates set quarterly; Oregon Bond Bank rates are set at time of the Bond Sale. IFA Board approval required for funding awards ≥\$3M or grant ≥\$500,000.

**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 – Tooley Road Association**

Discussion regarding whether it is appropriate for Tooley Water District to be collecting fees for Tooley Road Association.

## **Item 11 – New Business**

- Tooley Water District made the top 10 list for Wasco County’s Economic Development Committee. We can list this as an identifier for need when we apply for grants.

## **Item 12 – Discussion – Next Meeting**

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

For virtual access – contact [johnamery@tooleywater.org](mailto:johnamery@tooleywater.org) or 541-340-0032.

**Meeting Adjourned**