

Tooley Water District Board Meeting Agenda

Version 1.1 (updated 2/18/24)

Meeting Date: Wednesday, January 21, 2024 7:00pm

Location: Online via Microsoft Teams.

https://teams.microsoft.com/join/19%3ameeting_NzI0OWVknjUtOWZmNi00MjQwLTg0OTEtNTRIZjVjMTIyZjI2%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
January 2024, Board Meeting
Meeting held virtually

Present: Carol Mauser, John Amery, Debby Jones, Amanda Valentine, and Larry Russ
Guests: Michelle Richards, Kim Anderson, Beth Leslie, and Martha Jirovec

Carol opened the meeting at 7:02 pm

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

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

Financial Report: Two-month update

Checking:	\$ 11,425.55
Money Market:	\$ 50,404.24

Financial reports: John shared checks that had been issued. Revenue is slightly higher than projected and expenses are well within budget.

Water Report:

December Water Loss: 41.34%

Board members had questions regarding the water reports. Hiland has moved to a new reporting system and some reports do not match up as they did historically. John will follow-up with Hiland.

ODHS/OREM: Marth from ODHS/OREM shared financial information for three options which included the following:

- Grant to purchase water
- Contract with water provider and be reimbursed
- Help locate a vendor and ODHS/OREM pays vendor

Tooley would need to help with a survey regarding the need and use of bottled water by water district members. ODHS/OREM will assist with all options. John shared the need regarding budgeting options. Once Tooley knows the need of members, ODHS/OREM can provide a firmer budget estimate. Board members discussed the option of ODHS/OREM paying the vendor directly in order to not impact the budgeting process. Tooley's role is the initial ask for water assistance as well as checking in regarding actual usage. Board members agree to help with phone calls. The program can be very flexible and can start soon or wait until the lower well is turned on. Individuals can also join later. Carol offered to be the point person for the district. The process and MOU can be finalized in time for the next board meeting. For transparency purposes, Carol shared that she was an ODHS employee and wanted to make sure that there was not a conflict of interests. Carol made the motion to approve Debby as the board member to be involved in the negotiations of the MOU in relation to the water program and can sign on behalf of the district. All approved Motion carried.

RCAC: Kim Anderson gave a presentation regarding community and environmental services that have been participating in the development of a new well. RCAC is going through the land use issues

for the drilling of a new well and the preliminary engineering report that is required for these types of large grants. The group is also assisting in looking at smaller/short term grants to assist with the engineering report. The group is working on a grant funding plan which would be the guiding document for further development. Kim shared that it was looking like a 2-year process. There will need to be a document agreed upon to begin the process more formally.

Nitrate Resolution Plan

Grant / Finance Options – Brief discussion was held on the following grant options.

- OHA Domestic Well Grant
- Emergency Community Water Assistance Grants
- Safe Drinking Water Revolving Loan Fund
- Water/Wastewater Financing Program
- One Stop Scenarios

General System Updates

- Shersten Finley update: Larry shared correspondence emails as well as a copy of the letter sent to Sire and Sons, as well as from the Oregon Department of Agriculture. The letter indicates that conditions on the property may not be consistent with water quality requirements. Soil testing results indicated a high probability of contamination from surface sources. The letter also provided recommendations to help alleviate the problem.

Emergency Preparedness

- No updates

Delinquent Accounts

- Majority of accounts were current with the exception of two accounts.

Tooley Policies

- No updates

Tooley Road Association

- Debby will follow-up with Hiland for updates on their billing system.

New Business

- Debby shared the conversation she had with Anita Carothers regarding issues with their leak and request for waiving of the base fee. Carol shared potential funding resources. The Board agreed that there is not a provision within our bylaws for waiving the base fee.
- Kim from RCAC shared information on the survey that is required for their efforts. The board went through the survey together.

Next Meeting: Wednesday, February 21, 2024



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

Meeting adjourned at 9:17 pm

Item 3 - Financial Reports – Mr. Amery

Copy of current account totals from Washington Federal Website

Screenshot from Washington Federal website on 2/18/24

Account Snapshot			
Checking ↑	Current Balance	Available Balance	
Checking 	\$12,356.99	\$12,356.99	>
Money Market ↓	Current Balance	Available Balance	
Money Market 	\$50,404.24	\$50,404.24	>

Recent Savings Transactions

No transactions since last meeting

Recent Checking Transactions

Tooley Water District

2/18/2024 10:17 PM

Register: Checking at Washington Federal

From 01/15/2024 through 02/18/2024

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/17/2024		Hiland Water Corp	Water Revenue:Water ...	Deposit		X	3,729.29	12,104.39
01/20/2024			Interest Income	Interest		X	2.63	12,107.02
01/31/2024	5196	Amanda Valentine	Personal Services:Boar...	January Board ...	50.00			12,057.02
01/31/2024	5197	Carol Mauser	Personal Services:Boar...	January Board ...	50.00			12,007.02
01/31/2024	5198	Debby Jones	Personal Services:Boar...	January Board ...	50.00			11,957.02
01/31/2024	5199	John Amery	Personal Services:Boar...	January Board ...	50.00			11,907.02
01/31/2024	5200	Larry Russ	Personal Services:Boar...	January Board ...	50.00			11,857.02
01/31/2024	5204	Hiland Water Corp	Accounts Payable	Services perfor...	2,427.00			9,430.02
02/18/2024	5201	Government Ethics C...	Accounts Payable	Government E...	151.31			9,278.71
02/18/2024	5202	S.D.I.S	Accounts Payable	2024 Liability I...	2,140.00			7,138.71
02/18/2024	5203	SDAO	Accounts Payable	Tooley Water ...	155.00			6,983.71

Profit and Loss Budget vs. Actual

10:12 PM 02/18/24 Accrual Basis	Tooley Water District Profit & Loss Budget Performance January 2024						
	Jan 24	Budget	% of Budget	Jul '23 - Jan 24	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
Water Revenue							
Water Sales	3,729.29	3,400.91	109.7%	31,179.99	27,756.49	112.3%	47,761.09
Total Water Revenue	3,729.29	3,400.91	109.7%	31,179.99	27,756.49	112.3%	47,761.09
Total Income	3,729.29	3,400.91	109.7%	31,179.99	27,756.49	112.3%	47,761.09
Expense							
Capital Improvements	0.00	500.00	0.0%	0.00	3,500.00	0.0%	15,000.00
Contingency	0.00	0.00	0.0%	0.00	0.00	0.0%	8,500.00
Materials and Services							
Activation Fees	0.00	0.00	0.0%	0.00	0.00	0.0%	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%	146.90	700.00	21.0%	1,200.00
Legal Services	0.00	416.66	0.0%	0.00	2,916.62	0.0%	5,000.00
Liability Insurance							
Equipment Breakdown Coverage	0.00	0.00	0.0%	0.00	0.00	0.0%	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	0.0%	0.00	0.00	0.0%	-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	77.00	745.53	10.3%	2,690.12	5,218.71	51.5%	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	58.31	0.0%	100.00
Operating Expenses							
Disconnect Fee	0.00	8.33	0.0%	80.00	58.31	137.2%	100.00
Hiland Base Maintenance Fee	2,350.00	2,206.37	106.5%	16,450.00	15,444.59	106.5%	26,476.48
Total Operating Expenses	2,350.00	2,214.70	106.1%	16,530.00	15,502.90	106.6%	26,576.48
Postage and Delivery	0.00	8.33	0.0%	0.00	58.31	0.0%	100.00
Materials and Services - Other	0.00			42.47			
Total Materials and Services	2,427.00	3,493.55	69.5%	19,409.49	24,454.85	79.4%	45,640.20
Personal Services							
Boardmember Incentives	250.00	250.00	100.0%	1,699.95	1,750.00	97.1%	3,000.00
Boardmember training/meetings	0.00	50.00	0.0%	0.00	50.00	0.0%	250.00
Crime Bond	0.00			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
Total Personal Services	250.00	300.00	83.3%	1,853.95	1,975.00	93.9%	4,313.42
Total Expense	2,677.00	4,293.55	62.3%	21,263.44	29,929.85	71.0%	73,453.60
Net Ordinary Income	1,052.29	-892.64	-117.9%	9,916.55	-2,173.36	-456.3%	-25,692.60
Other Income/Expense							
Other Income							
Interest Income	2.63	20.83	12.6%	316.73	145.81	217.2%	250.00
Total Other Income	2.63	20.83	12.6%	316.73	145.81	217.2%	250.00
Net Other Income	2.63	20.83	12.6%	316.73	145.81	217.2%	250.00
Net Income	<u>1,054.92</u>	<u>-871.81</u>	<u>-121.0%</u>	<u>10,233.28</u>	<u>-2,027.55</u>	<u>-504.7%</u>	<u>-25,442.60</u>

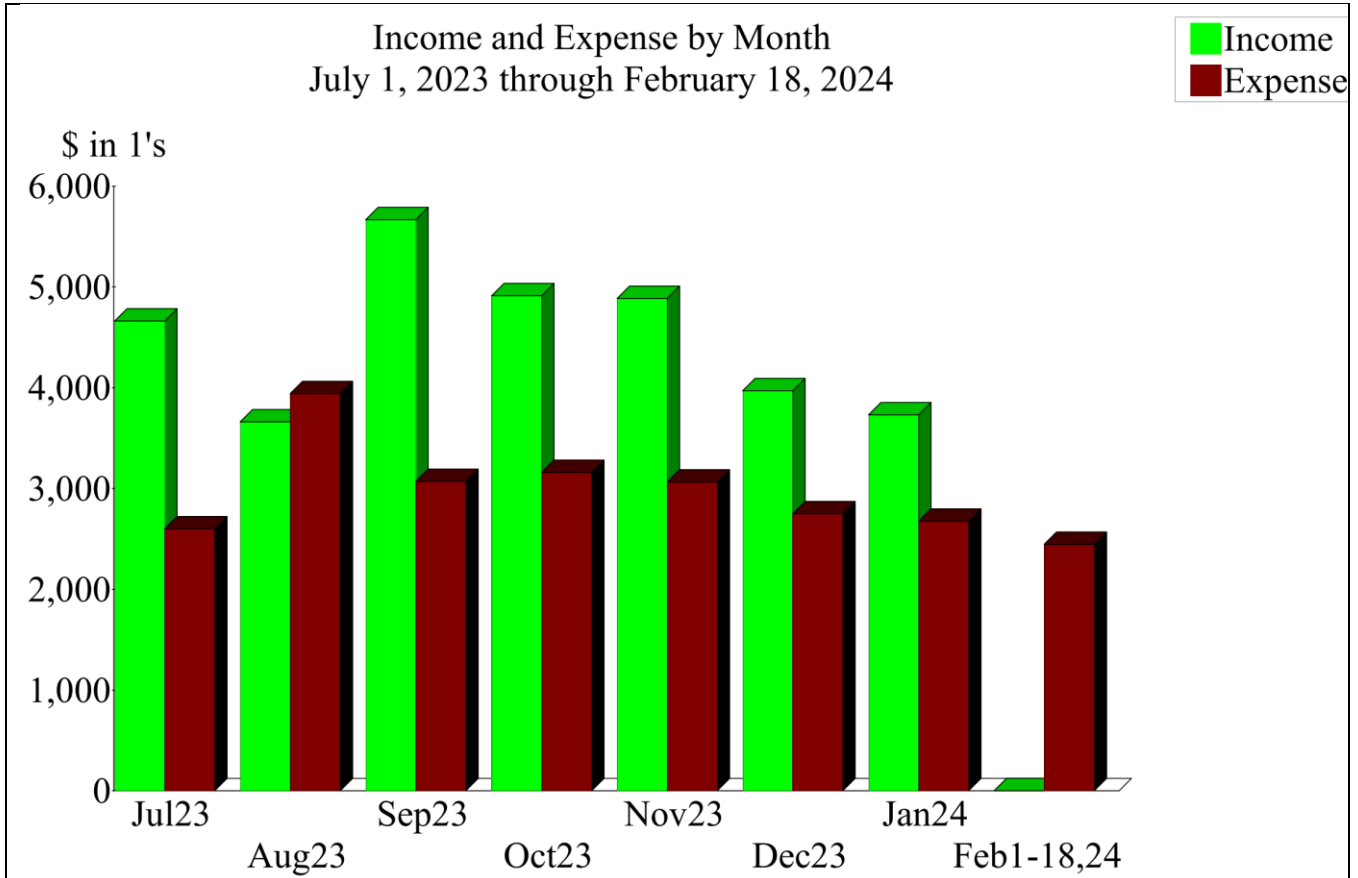
Balance Sheet – Previous year comparison

10:10 PM
02/18/24
Accrual Basis

Tooley Water District Balance Sheet Prev Year Comparison As of February 18, 2024

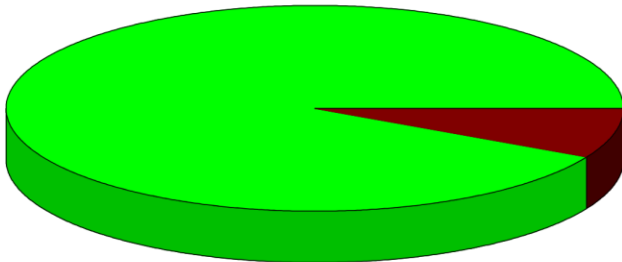
	Feb 18, 24	Feb 18, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Checking at Washington Federal	6,983.71	7,566.48	-582.77	-7.7%
Savings at Washington Federal	50,404.24	50,000.00	404.24	0.8%
Total Checking/Savings	<u>57,387.95</u>	<u>57,566.48</u>	<u>-178.53</u>	<u>-0.3%</u>
Total Current Assets	57,387.95	57,566.48	-178.53	-0.3%
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>237,687.95</u>	<u>237,866.48</u>	<u>-178.53</u>	<u>-0.1%</u>
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	7,786.97	20,481.10	-12,694.13	-62.0%
Total Equity	<u>237,687.95</u>	<u>237,866.48</u>	<u>-178.53</u>	<u>-0.1%</u>
TOTAL LIABILITIES & EQUITY	<u>237,687.95</u>	<u>237,866.48</u>	<u>-178.53</u>	<u>-0.1%</u>

Income and Expense Graph – by Month



Expense Summary
July 1, 2023 through February 18, 2024

Materials and Services	92.18%
Personal Services	7.82
Total	\$23,709.75



Maintenance and Repairs – Details

10:11 PM

02/18/24

Accrual Basis

Tooley Water District Maintenance and Repairs details July 2023 through June 2024

Date	Num	Name	Memo	Amount	Balance
Materials and Services					
Maintenance and Repairs					
08/31/2023	6151...	230803 Hour Meter replacement	WIRENUT 18 TO 8 AWG, TAN/RED	0.80	0.80
08/31/2023	6151...	230803 Hour Meter replacement	12 AWG THHN/THWN STRANDED COPPER B...	2.28	3.08
08/31/2023	6151...	230803 Hour Meter replacement	HOUR METER, 3-HOLE, FLANGE #T50B52	72.46	75.54
08/31/2023	6151...	230803 Hour Meter replacement	2.5 hours JOURNEYMAN ELECTRICIAN	375.00	450.54
08/31/2023	6151...	230803 Hour Meter replacement	Invoice Tax	2.57	453.11
08/31/2023	4013	20230814 Coordination	Jessica Perryman - Coordinated with county on ...	13.00	466.11
08/31/2023	4013	20230815 Notices	Robert Trotter - Put up notices for high nitrate, t...	680.00	1,146.11
09/30/2023	4031	20230923 repairs	Robert Trotter - Troubleshoot low pressure alar...	127.50	1,273.61
09/30/2023	4031	20230925 repairs	Robert Trotter - Troubleshoot Sensaphone, coor...	85.00	1,358.61
09/30/2023	4031	Hiland Water Corp	Alexin Analytical - nitrate samples	175.00	1,533.61
09/30/2023	4031	Hiland Water Corp	10% markup of nitrate samples	17.50	1,551.11
10/31/2023	4105	20231005 Repairs	Robert Trotter -Emergency. Troubleshoot low p...	433.50	1,984.61
10/31/2023	4105	20231005 Repairs	Home Depot - construction adhesive	9.28	1,993.89
10/31/2023	4105	20231020 Samples	Alexin Analytical - nitrate sampling.	105.00	2,098.89
10/31/2023	4105	20231005 and 20231020 Items	10% markup of goods sold	11.43	2,110.32
11/29/2023	6156...	20231129 repairs	2.00 HOUR METER AC QUARTZ POLYMER F...	91.90	2,202.22
11/29/2023	6156...	20231129 repairs	2.00 SNUB0000 RC SNUBBER NOISE & ARC ...	28.24	2,230.46
11/29/2023	6156...	Hire Electric	Invoice tax	0.16	2,230.62
11/30/2023	1318	20231101 Maintenance	11/1/2023 Justice Smith - Insulate pipe coming ...	126.00	2,356.62
11/30/2023	1318	20231108 Maintenance	11/8/2023 Jessica Perryman - Email follow up fo...	29.00	2,385.62
11/30/2023	1318	Hiland Water Corp	Alexin Analytical - Nitrate samples	77.00	2,462.62
12/31/2023	1833	Hiland Water Corp	Back Flow Testing	35.00	2,497.62
12/31/2023	1833	Hiland Water Corp	Alexin Analytical - nitrate sampling x3	105.00	2,602.62
12/31/2023	1833	Hiland Water Corp	10% Markup	10.50	2,613.12
01/31/2024	1967	Hiland Water Corp	01/22/2024 Alexin Analytical - Nitrate sampling x2	70.00	2,683.12
01/31/2024	1967	Hiland Water Corp	10% markup of expenses	7.00	2,690.12
Total Maintenance and Repairs				2,690.12	2,690.12
Total Materials and Services				2,690.12	2,690.12
TOTAL				2,690.12	2,690.12

Item 4 – Discussion – Water Report

October 2023	November 2023	December 2023	January 2023
Gallons pumped: 316,394	Gallons Pumped: 204,764	Gallons Pumped: 175,624	Gallons Pumped: 262,954
Gallons sold: 249,357	Gallons Sold: 150,181	Gallons Sold: 103,019	Gallons Sold: 111,705
Gallons lost: 67,037	Gallons Lost: 54,583	Gallons Lost: 72,605	Gallons Lost: 151,249
Water Loss: 21.19%	Water Loss: 26.66%	Water Loss: 41.34%	Water Loss: 57.52%

Item 5 – ODHS/OREM - Discussion/Action

Presentation/Discussion by Shelly Wright and Beth Leslie (Eastern Oregon, Regional Emergency Coordinators). Drinking water assistance for residents.

Potential board vote.

Item 6 – RCAC - Discussion/Action

Presentation/Discussion by Kim Anderson (RCAC | Community and Environmental Services). Development of new well.

Potential board vote.

Item 7 – Discussion – Nitrate Resolution Plan

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.

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. *USDA is an equal opportunity provider, employer, and lender.*

Last Updated July 2020



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

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

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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.

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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



One Stop Scenarios

ONE-STOP SCENARIO #1

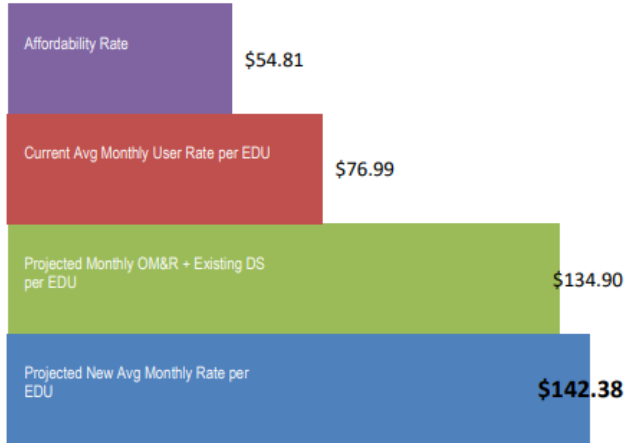
Estimated Project Cost	\$1,157,500
Local Contribution	\$0
Assistance Requested	\$1,157,500

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

					Financing Terms		
Partner	Program	Total Financing	Grant Amount	Loan Amount	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	\$1,157,500	Financing Gap	\$0	Annual Debt Service	\$3,051
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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

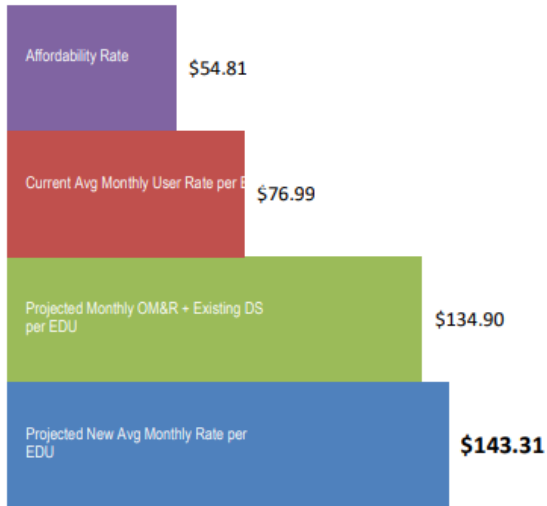
Estimated Project Cost	\$1,157,500
Local Contribution	\$0
Assistance Requested	\$1,157,500

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

				Financing Terms			
Partner	Program	Total Financing	Grant Amount	Loan Amount	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	\$1,157,500	Financing Gap	\$0	Annual Debt Service	\$3,430
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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 8 – Discussion/Action – General System Updates

- John Amery – Spikes in water loss and air in the water
- Lewis residence. Broken shower head required water shutoff. Hiland was able to resolve.

Item 9 – Discussion – Delinquent Accounts

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

Item 12 – Discussion – Next Meeting

Next board meeting will take place the third Wednesday on March 21, 2024 at 7:00pm.

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

Meeting Adjourned