

Tooley Water District Board Meeting Agenda

Version 1.1 (updated 3/18/24)

Meeting Date: Wednesday, March 20, 2024 7:00pm

Location: Online via Microsoft Teams.

https://teams.microsoft.com/join/19%3ameeting_NzI0OWVknjUtOWZmNi00MjQwLTg00TEtNTRIZjVjMTIyZjI2%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

Item 1 - Approval of Agenda.....	2
Item 2 – Approval of Minutes.....	2
Item 3 - Financial Reports – Mr. Amery	4
Copy of current account totals from Washington Federal Website.....	4
Recent Savings Transactions	4
Recent Checking Transactions.....	5
Profit and Loss Budget vs. Actual.....	6
Balance Sheet – Previous year comparison	7
Income and Expense Graph – by Month	8
Maintenance and Repairs – Details.....	9
Item 4 – Discussion – Water Report.....	10
Item 5 – ODHS/OREM - Discussion/Action.....	10
Item 6 – RCAC - Discussion/Action.....	10
Item 7 – Discussion – Nitrate Resolution Plan	11
Grant / Finance Options	11
Item 8 – Discussion/Action – General System Updates	20
Item 9 – Discussion – Delinquent Accounts	20
Item 10 - Discussion – Tooley Road Association	20
Item 11 - Action – Budget Committee	20
Item 12 – New Business	20
Item 13 – Discussion – Next Meeting.....	20

Item 1 - Approval of Agenda

Item 2 – Approval of Minutes

Tooley Water District
February 21, 2024, Board Meeting
Meeting held virtually

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

Carol opened the meeting at 7:00 pm

Carol asked for approval of the February agenda. John added that there was a MOU to look at as well as a leak refund request. John made the motion to approve the February agenda with the added items. Larry seconded. All approved. Motion carried.

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

MOU with ODHS regarding water delivery

- ODHS representatives provided a brief update on what was included in the MOU for the free water delivery service for Tooley Customers due to nitrate issues.
- 3-gallon or 5-gallon water jugs are available as well as electric pumps as well as water dispensers for those in need of assistance. H2o Oregon would provide this service.
- John asked how the initial setup would be handled for participants. ODHS will discuss this with H2o when they meet with them to finalize the contract. John also asked if ODHS had a template for participants to fill out to help with the initial set-up. ODHS reps said that they would work on that.
- John made the request to eliminate item number 3 from the MOU. ODHS reps agreed.
- John asked if equipment would need to be returned. ODHS reps shared that due to Covid restrictions, participants are not asked to return equipment. The water jugs themselves will need to be returned. The only difference would be if H2o provided the equipment. John made the suggestion to have participants sign a contract with Tooley to ensure bottles and equipment are returned to H2o. John will work on potential language to address the issue. ODHS will check-in on financial liability.
- John will reach out to Hiland for phone numbers and emails of Tooley customers so that board members can connect with them directly.

Financial Report

Checking: \$12,356.99

Money Market: \$50,404.24

John updated board members on the financials including checking transactions.

- The Government Ethics bond increased quite a bit compared to previous year
- SDIS liability also increased
- Water revenue was up for January

Water Report

January Water Loss: 57%

John called Hiland regarding the issue. A potential cause may have something to do with the chlorination issue. In working on this issue, some water may have been “dumped” in checking chlorination levels.

RCAC – John shared the form that the board had asked for. This document helps the board understand where they are at and items that can be improved upon. RCAC was complementary of the work the board has been doing.

Grant / Finance Options

- John provided a brief update on new grant cycles.

Nitrate Resolution Plan:

- No new updates

Emergency Preparedness

- No updates

Delinquent Accounts

- One account was delinquent and a remediation plan was being put into place.

Tooley Road Association

- Debby has not yet connected with Hiland.

New Business

- A customer has asked for a leak adjustment. Larry made the motion to approve the leak adjustment of \$20.21 leak adjustment for the Dolittle account. John seconded. All approved.
- Larry shared that Anita Carothers had called him as well as connecting with John regarding their water leak issue. John encouraged her to look into the water assistance program as well as potential leak adjustment. Larry will reach out to Hiland to see if there is an option of Tooley abandoning the shutoff and turning it over to Carothers.

Next Meeting: Wednesday, March 20, 2024

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

Meeting adjourned at 8:32 pm

Item 3 - Financial Reports – Mr. Amery

Copy of current account totals from Washington Federal Website

Screenshot from Washington Federal website on 3/18/24

Account Snapshot ⚙️ ×			
Checking ↑	Current Balance	Available Balance	☰
Checking ▬	\$10,995.88	\$10,995.88	>
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						3/18/2024 12:21 PM		
Register: Checking at Washington Federal								
From 02/18/2024 through 03/18/2024								
Sorted by: Date, Type, Number/Ref								
Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/18/2024	5201	Government Ethics C...	Accounts Payable	Government E...	151.31	X		9,278.71
02/18/2024	5202	S.D.I.S	Accounts Payable	2024 Liability I...	2,140.00	X		7,138.71
02/18/2024	5203	SDAO	Accounts Payable	Tooley Water ...	155.00	X		6,983.71
02/20/2024			Interest Income	Interest		X	2.70	6,986.41
02/21/2024			Water Revenue:Water ...	Deposit		X	3,609.49	10,595.90
02/29/2024	5206	Carol Mauser	Personal Services:Boar...	February Board...	50.00			10,545.90
02/29/2024	5207	Debby Jones	Personal Services:Boar...	February Board...	50.00			10,495.90
02/29/2024	5208	John Amery	Personal Services:Boar...	February Board...	50.00			10,445.90
02/29/2024	5209	Larry Russ	Personal Services:Boar...	February Board...	50.00			10,395.90

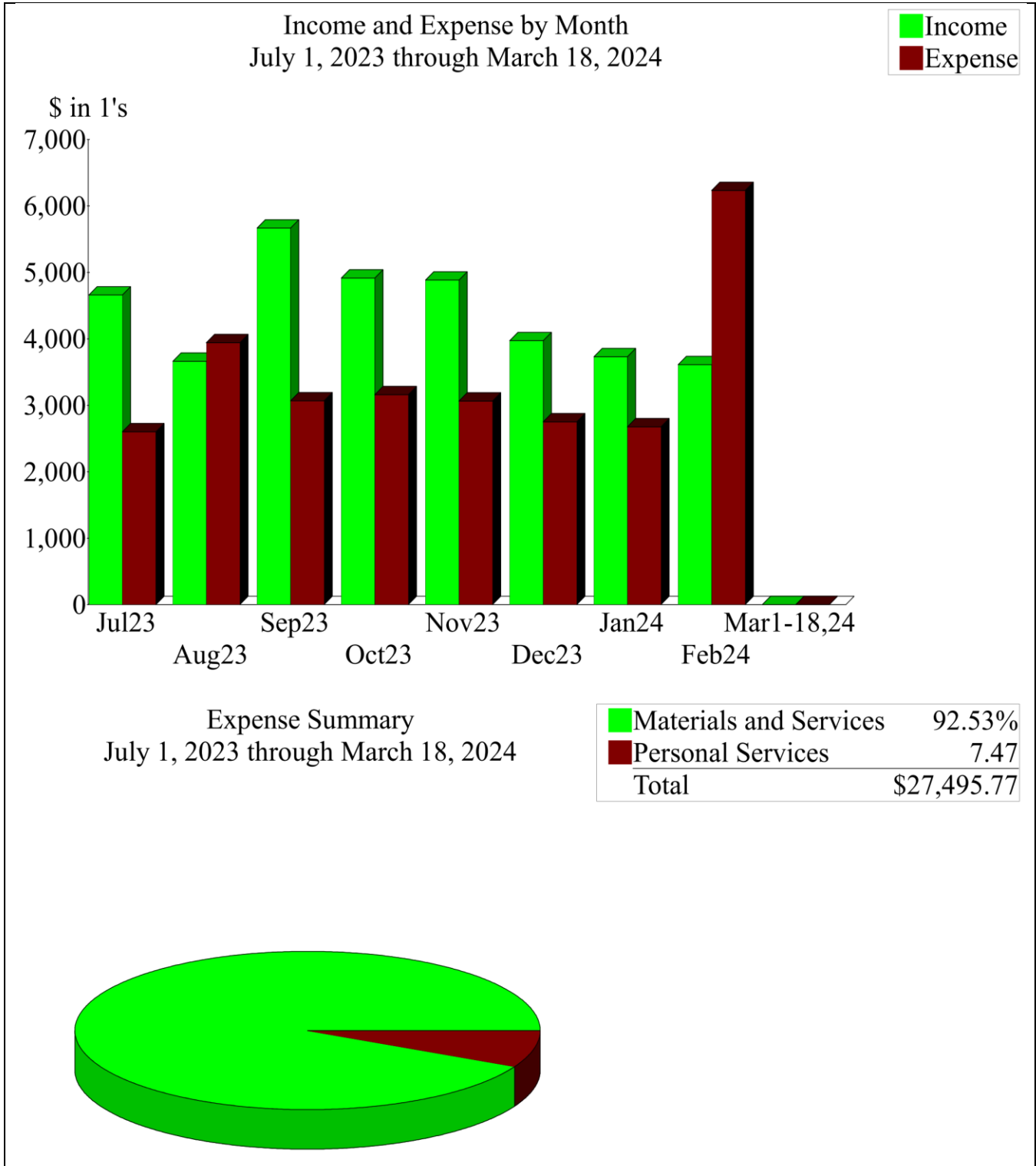
Profit and Loss Budget vs. Actual

12:26 PM 03/18/24 Accrual Basis	Tooley Water District Profit & Loss Budget Performance February 2024						
	Feb 24	Budget	% of B...	Jul '23 - Feb 24	YTD Budget	% of B...	Annual Budget
Ordinary Income/Expense							
Income							
Water Revenue							
Water Sales	3,609.49	4,570.50	79.0%	34,789.48	32,326.99	107.6%	47,761.09
Total Water Revenue	3,609.49	4,570.50	79.0%	34,789.48	32,326.99	107.6%	47,761.09
Total Income	3,609.49	4,570.50	79.0%	34,789.48	32,326.99	107.6%	47,761.09
Expense							
Capital Improvements	0.00	500.00	0.0%	0.00	4,000.00	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	306.31	100.00	306.3%	453.21	800.00	56.7%	1,200.00
Legal Services							
Liability Insurance	0.00	416.66	0.0%	0.00	3,333.28	0.0%	5,000.00
Equipment Breakdown Coverage	150.00	150.00	100.0%	150.00	150.00	100.0%	150.00
Excess	0.00	192.00	0.0%	0.00	192.00	0.0%	192.00
Excess Liability	207.00	207.00	100.0%	207.00	207.00	100.0%	207.00
General Liability	1,111.00	1,063.00	104.5%	1,111.00	1,063.00	104.5%	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	175.00	0.0%	0.00	175.00	0.0%	175.00
Non-Owned Auto Liability	175.00	175.00	100.0%	175.00	175.00	100.0%	175.00
Property	497.00	450.00	110.4%	497.00	450.00	110.4%	450.00
Liability Insurance - Other	0.00	0.00	0.0%	0.00	0.00	0.0%	446.41
Total Liability Insurance	2,140.00	2,030.00	105.4%	2,140.00	2,030.00	105.4%	2,314.41
Maintenance and Repairs							
Network Monitoring Maintenance	1,156.02	745.53	155.1%	3,846.14	5,964.24	64.5%	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	66.64	0.0%	100.00
Disconnect Fee	80.00	8.33	960.4%	160.00	66.64	240.1%	100.00
Hiland Base Maintenance Fee	2,350.00	2,206.37	106.5%	18,800.00	17,650.96	106.5%	26,476.48
Total Operating Expenses	2,430.00	2,214.70	109.7%	18,960.00	17,717.60	107.0%	26,576.48
Postage and Delivery	0.00	8.33	0.0%	0.00	66.64	0.0%	100.00
Materials and Services - Other	0.00	0.00	0.0%	42.47	0.00	0.0%	0.00
Total Materials and Services	6,032.33	5,523.55	109.2%	25,441.82	29,978.40	84.9%	45,640.27
Personal Services							
Boardmember Incentives	200.00	250.00	80.0%	1,899.95	2,000.00	95.0%	3,000.00
Boardmember training/meetings	0.00	0.00	0.0%	0.00	50.00	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
Total Personal Services	200.00	250.00	80.0%	2,053.95	2,225.00	92.3%	4,313.42
Total Expense	6,232.33	6,273.55	99.3%	27,495.77	36,203.40	75.9%	73,453.69
Net Ordinary Income	-2,622.84	-1,703.05	154.0%	7,293.71	-3,876.41	-188.2%	-25,692.60
Other Income/Expense							
Other Income							
Interest Income	2.70	20.83	13.0%	319.43	166.64	191.7%	250.00
Total Other Income	2.70	20.83	13.0%	319.43	166.64	191.7%	250.00
Net Other Income	2.70	20.83	13.0%	319.43	166.64	191.7%	250.00
Net Income	-2,620.14	-1,682.22	155.8%	7,613.14	-3,709.77	-205.2%	-25,442.60

Balance Sheet – Previous year comparison

	Mar 18, 24	Mar 18, 23	\$ Change	% Change
Tooley Water District				
Balance Sheet Prev Year Comparison				
As of March 18, 2024				
12:22 PM				
03/18/24				
Accrual Basis				
<hr/>				
ASSETS				
Current Assets				
Checking/Savings				
Checking at Washington Federal	10,395.90	7,781.16	2,614.74	33.6%
Savings at Washington Federal	50,404.24	50,000.00	404.24	0.8%
Total Checking/Savings	<u>60,800.14</u>	<u>57,781.16</u>	<u>3,018.98</u>	<u>5.2%</u>
Total Current Assets	<u>60,800.14</u>	<u>57,781.16</u>	<u>3,018.98</u>	<u>5.2%</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>241,100.14</u>	<u>238,081.16</u>	<u>3,018.98</u>	<u>1.3%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	3,586.02	0.00	3,586.02	100.0%
Total Accounts Payable	<u>3,586.02</u>	<u>0.00</u>	<u>3,586.02</u>	<u>100.0%</u>
Total Current Liabilities	<u>3,586.02</u>	<u>0.00</u>	<u>3,586.02</u>	<u>100.0%</u>
Total Liabilities	<u>3,586.02</u>	<u>0.00</u>	<u>3,586.02</u>	<u>100.0%</u>
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	7,613.14	20,695.78	-13,082.64	-63.2%
Total Equity	<u>237,514.12</u>	<u>238,081.16</u>	<u>-567.04</u>	<u>-0.2%</u>
TOTAL LIABILITIES & EQUITY	<u>241,100.14</u>	<u>238,081.16</u>	<u>3,018.98</u>	<u>1.3%</u>

Income and Expense Graph – by Month



Maintenance and Repairs – Details

12:25 PM

03/18/24

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	615188	230803 Hour Meter replacement	WIRENUT 18 TO 8 AWG, TAN/RED	0.80	0.80
08/31/2023	615188	230803 Hour Meter replacement	12 AWG THHN/THWN STRANDED COPPER BLACK	2.28	3.08
08/31/2023	615188	230803 Hour Meter replacement	HOUR METER, 3-HOLE, FLANGE #T50B52	72.46	75.54
08/31/2023	615188	230803 Hour Meter replacement	2.5 hours JOURNEYMAN ELECTRICIAN	375.00	450.54
08/31/2023	615188	230803 Hour Meter replacement	Invoice Tax	2.57	453.11
08/31/2023	4013	20230814 Coordination	Jessica Perryman - Coordinated with county on nitrate levels.	13.00	466.11
08/31/2023	4013	20230815 Notices	Robert Trotter - Put up notices for high nitrate, took nitrate samples.	680.00	1,146.11
09/30/2023	4031	20230923 repairs	Robert Trotter - Troubleshoot low pressure alarms, addressed issue with air compressor b...	127.50	1,273.61
09/30/2023	4031	20230925 repairs	Robert Trotter - Troubleshoot Sensaphone, coordinating with John about Sensaphone iss...	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 pressure issues, addressed issue with clog...	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	615601	20231129 repairs	2.00 HOUR METER AC QUARTZ POLYMER FLUSH	91.90	2,202.22
11/29/2023	615601	20231129 repairs	2.00 SNUB0000 RC SNUBBER NOISE & ARC SUPPRESSOR	28.24	2,230.46
11/29/2023	615601	Hire Electric	Invoice tax	0.16	2,230.62
11/30/2023	1318	20231101 Maintenance	11/1/2023 Justice Smith - Insulate pipe coming out of pump house.	126.00	2,356.62
11/30/2023	1318	20231108 Maintenance	11/8/2023 Jessica Perryman - Email follow up for nitrate and sanitary survey.	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
02/29/2024	2326	20240201 Maintenance	2/1/2024 Tracey Oberacker - Emergency response, turned over water in reservoir to incre...	864.00	3,554.12
02/29/2024	2326	20240201 Maintenance	2/1/2024 Mileage	138.02	3,692.14
02/29/2024	2326	Hiland Water Corp	Alexin Analytical - 4x nitrate samples,	140.00	3,832.14
02/29/2024	2326	Hiland Water Corp	10% markup of nitrate tests	14.00	3,846.14
Total Maintenance and Repairs				3,846.14	3,846.14
Total Materials and Services				3,846.14	3,846.14
TOTAL				3,846.14	3,846.14

Item 4 – Discussion – Water Report

November 2023	December 2023	January 2024	February 2024
Gallons Pumped: 204,764	Gallons Pumped: 175,624	Gallons Pumped: 262,954	Gallons Pumped: 137,790
Gallons Sold: 150,181	Gallons Sold: 103,019	Gallons Sold: 111,705	Gallons Sold: 133,050
Gallons Lost: 54,583	Gallons Lost: 72,605	Gallons Lost: 151,249	Gallons Lost: 4,740
Water Loss: 26.66%	Water Loss: 41.34%	Water Loss: 57.52%	Water Loss: 3.44%

Item 5 – ODHS/OREM - Discussion/Action

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

- MOU has been signed.
- Next Steps?

Item 6 – RCAC - Discussion/Action

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

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)

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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
Ph: 503-986-0123
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.

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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

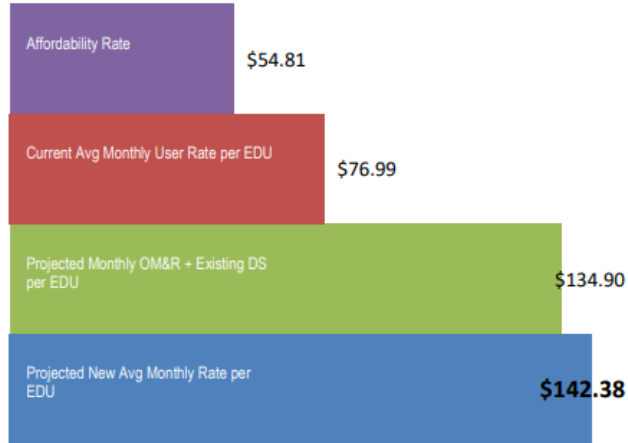
Estimated Project Cost	\$1,157,500
Local Contribution	\$0
Assistance Requested	\$1,157,500

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

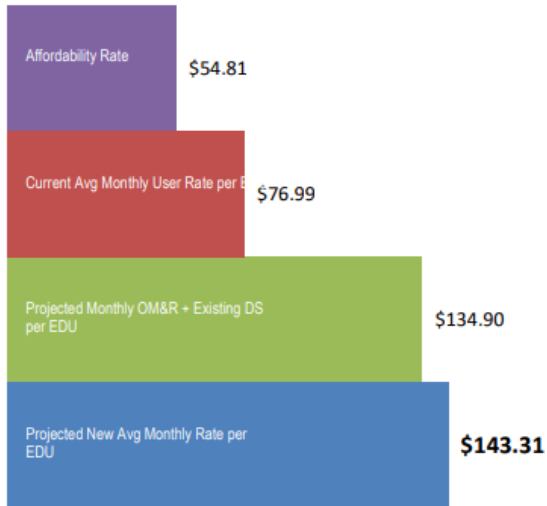
Estimated Project Cost	\$1,157,500
Local Contribution	\$0
Assistance Requested	\$1,157,500

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 – Late invoice and reports from Hiland
- John Amery – Charges for SOC and VOC tests

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 - Action – Budget Committee

Tooley Water District Budget Committee

Position	Method	Term length	Name	Term expires
Budget Member – Position 1	Appointed	3 Years	Susan Russ	06/30/23
Budget Member – Position 2	Appointed	3 Years	David Child	06/30/23
Budget Member – Position 3	Appointed	3 Years	Jeff Radford	06/30/24
Budget Member – Position 4	Appointed	3 Years	Tania Valencia	06/30/24
Budget Member – Position 5	Appointed	3 Years	Mark Stern	06/30/25
Board Member – Position 1	Elected	4 Years	John Amery	06/30/25
Board Member – Position 2	Elected	4 Years	Larry Russ	06/30/25
Board Member – Position 3	Elected	4 Years	Carol Mauser	06/30/27
Board Member – Position 4	Elected	4 Years	Amanda Valentine	06/30/27
Board Member – Position 5	Elected	4 Years	Debby Jones	06/30/27

Budget Meeting to take place May 15th 2024 at 5:30pm

Item 12 – New Business

Item 13 – Discussion – Next Meeting

Next board meeting will take place the third Wednesday on April 17, 2024 at 7:00pm.

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

Meeting Adjourned