

Nehalem Bay Wastewater Agency



Proposed Budget 2020-2021



2020 Organization Chart

Board of Directors
M. Sims, J. Handler, D. Wilson, O. Nicholson, J. Hickey

Manager
B. Halverson

Technician I P. Gullion	System Worker II S. Woodward	System Worker II B. Thayer	System Worker II D. Neal	Executive Assistant K. Scott
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NEHALEM BAY WASTEWATER AGENCY 2020-2021 PROPOSED BUDGET

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April 24, 2020

Management's Discussion and Analysis (MD&A)/Budget Message

Personnel:

Staffing

The budget provides for six full time employees. A temporary worker may not be needed, however, the budget will include the possibility of hiring one as we expand the GIS program and the FOG program. The employee breakdown is as follows:

- One Manager
- One Executive Assistant
- Three System Worker II
- One Technician
- One Temporary Worker, as needed

In the continuing effort to keep employee costs down the Agency will continue to use the local contractors to perform needed sewer system repairs, sewer construction and televising of the sewer system. Contract services are also used for building and grounds maintenance including landscape maintenance at all of the 19 lift stations and the main office building. Contract cleaning is used to take care of the main office building. Agency personnel will handle regular everyday sewer collection maintenance, treatment system operations and laboratory requirements along with the management of contractor services. It is a joint effort between the Board, Management and Staff to maintain fiscal responsibility.

Fringe Benefits and Salary

In 2007 the Personnel Committee recommended, and the Board of Directors approved, a new wage calculation policy. Staff followed the approved methodology and surveyed all comparator group cities' wages and benefits for positions similar to NBWA. The West Region CPI-U(Consumer Price Index) for 2019 is 3.1%. The Personnel Committee rounded the 3.1% down to 3.0%. The 2020-21 wages are increased by 3.0% as proposed by the Personnel Committee and approved by the Board of Directors.

The Agency retirement system is the Public Employee Retirement System (PERS). Employees pay their 6% contribution and have since 1995.

A report from the SDAO health insurance programs reported a projected increase of 18% for 2020-21. The Agency is keeping the same coverages as previous years with the deductibles at \$1500/\$3000. \$3,000.00 is set aside in the "Health Insurance Reserve" line to pay the Agency employees first \$500 deductible.

General Fund:

Total General Fund Resources are projected to be \$2,721,841.00 this year. The proposed General Fund Budget provides for the operation and maintenance of the wastewater treatment facility, 396,000 feet of sewer lines, 19 lift stations and the administration of the Agency. It also provides funds for future construction, equipment and system reserves to accommodate growth.

One key element of the General Fund is the "Cash Carry forward" line under Resources. It is felt that a minimum of \$200,000.00 is needed to cover the general operations expenses until the first user fees are collected. The "Cash Carry Forward" is projected to be \$1,000,000.00 based on trending with current fiscal year reports.

To accommodate the Agency operating essentials, sewer user fees were increased to \$24 per month on July 1, 2009. The increase added five dollars to the operating budget and one dollar to the Improvements and Replacement Reserve Fund. Sewer user fees were increased to \$27 per month on July 1, 2018. The \$3.00 per month increase is dedicated to the System Development Fund. With continued operational efficiency, there were no rate increases for 2020-2021 fiscal year budget for General Fund Operations.

The ad valorem property tax will remain at the maximum allowable of \$0.4088 per thousand dollars of assessed value and all of the tax money will be put into the System Development Fund to cover growth & capital improvement related upgrades to the treatment and sewer system.

Financial Highlights

Net Assets

The Agency's net assets increased by \$289,292.00 during the fiscal year to \$14,659,156.00 as of June 30, 2019.

Cash and Investments

The Agency maintains an investment account with the Oregon State Investment Pool. The Local Government Investment Pool has posted a rate decrease to 2% as March 11, 2020. The Agency has \$3.9 million dollars, in the System Development fund and the Improvements and Replacement fund, invested with the Local Government Investment Pool at this time.

System Development Fund:

The System Development Fund (SDF) is accumulated for capital system improvements, enhancements, and expansions. Revenues for the SDF are a transfer from the General Fund that includes \$11.00 per month user fees as well as all ad valorem taxes collected as per Resolutions 95-3, 98-2 and 97-1. This fund is only used for the "Capital Improvement List" projects. Board Resolution 95-3 established a \$4.00 per EDU per month dedication from the General Fund and Resolution 98-2 increased the dedication by \$1.00. In April 2018, Resolution 18-02 was adopted which increased the user fees to \$27.00 per EDU with the entire increase dedicated to the System Development Fund. The Board in Resolution 97-1 requires that all Ad Valorem Taxes collected be used to meet the 95-3/98-2 resolution requirements in addition to the 18-02. This year the Agency will transfer \$410,717.00 in property taxes to the SDF. The planned improvements during the upcoming fiscal year are highlighted within the SDF budget. The "Capital Improvement List" is reviewed every year and kept current.

Improvements & Replacements Reserve Fund:

The Improvements & Replacements (I&R) Reserve Fund accounts for the accumulation of funds for the purchase of major equipment and vehicles. As of July 1, 2009 three dollars (\$3) from each months user fee is dedicated to the Improvement & Replacement fund, therefore, \$139,536.00 will be transferred to the fund. The improvements and equipment replacements planned during the upcoming fiscal year are highlighted within the "I&R" budget.


Budget Preparation and Financial Management:

The budget represents the cooperative financial, capital improvement and long range planning effort of the Board, Management and Agency staff. We have spent considerable effort in preparing a budget that addresses the service needs of the district for the upcoming year. As in past years, the budget continues to require all Agency personnel to observe strict fiscal responsibility. The budget will only work if the Agency continues to use the money wisely by making each dollar stretch while staying prepared for the many unknowns caused by emergencies, increased system use and State and Federal mandates.

Conclusion:

The agency relies on its 2014-2034 facility master plan as a guide and as always will continue to operate with fiscal sense. We will continue over the next 20 years to prioritize and complete these projects without the help of bonds or loans. It is estimated that user fee rates will only have to increase to \$33.00 per month (by 2034) and will be implemented in \$3.00 increments over the next 20 years. The first \$3.00/month/equivalent dwelling unit increase became effective July 1, 2018. The last increases are tentatively scheduled for July 1, 2024 and July 1, 2030. These increases will be dedicated to the System Development Fund not General Operations.

Respectfully Submitted,



Bruce Halverson, Manager, NBWA

Budget Officer

Copies of this budget are available for review at The Agency Office from 8:00 A.M. to 3:00 P.M. Monday through Friday. I encourage district sewer customers to review the budget, ask questions, and provide their input.



Nehalem City Park Emergency Septic System

December 2019



GENERAL ENTERPRISE FUND ACCOUNT HIGHLIGHTS-RESOURCES

This "General Fund" represents the Sewer Collection, Wastewater Treatment Operations & Administration.

USER FEES

4006-User Fees: \$1,255,824.00 (\$27.00 per 3876 EDU X 12 months)

RV DUMP SITE FEES

4007-\$1,800.00 (\$5.00 per vehicle)

OTHER REVENUES

4004-Land Sales, 4008-Permit & Inspection, 4010-Lab Tests, 4020-Miscellaneous: \$13,500.00

TAX REVENUE

Tax Revenue was calculated using last year's assessment \$410,717.00

HISTORICAL DATA			GENERAL FUND RESOURCES DESCRIPTION 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$1,569,054	\$1,436,448	\$1,000,000	4100-Cash Carry Forward	\$1,000,000	\$0	\$0
\$16,241	\$15,255	\$15,000	4002-Previously Levied Taxes	\$15,000	\$0	\$0
\$24,771	\$38,567	\$20,000	4003-Account Interest	\$25,000	\$0	\$0
\$0	\$0	\$500	4004-County Land Sales	\$500	\$0	\$0
\$0	\$0	\$122,174	4005-OEM Homeland Security	\$0	\$0	\$0
\$1,094,924	\$1,216,310	\$1,247,724	4006-User Fees	\$1,255,824	\$0	\$0
\$1,814	\$2,084	\$1,800	4007-RV Dump Site Fees	\$1,800	\$0	\$0
\$3,271	\$1,628	\$2,000	4008-Permit/Inspection Fees	\$2,000	\$0	\$0
\$1,080	\$936	\$1,000	4010-Lab Tests	\$1,000	\$0	\$0
\$0	\$0	\$5,000	4011-TPUD Grant	\$0	\$0	\$0
\$9,562	\$14,626	\$7,500	4020-Miscellaneous Revenue	\$10,000	\$0	\$0
\$2,720,717	\$2,725,854	\$2,422,698	Total Resources Except Taxes	\$2,311,124	\$0	\$0
		\$398,754	Tax Necessary To Balance	\$410,717	\$0	\$0
\$355,437	\$397,640		Taxes Collected in Year Levied			
\$3,076,154	\$3,123,494	\$2,821,452	TOTAL RESOURCES	\$2,721,841	\$0	\$0



GENERAL ENTERPRISE FUND ACCOUNT HIGHLIGHTS-EXPENDITURES

BOARD DESIGNATED INSURANCE RESERVE

5992-Money budgeted as a reserve to cover Agency employee only deductible co-pay (\$500.00 Maximum/employee)

FUND TRANSFERS OUT

5996-To Improvement & Replacement Fund \$139,536.00 (\$3.00 per 3876 EDU X 12 months)
 5997-To System Development Fund \$410,717.00

Resolution 97-01 requires that all of the Tax Receipts of \$410,717.00 be transferred to the SDC Fund. This amount is equal to or exceeds the requirement of \$8.00 of each EDU dedicated to the SDC Fund.

(\$8.00 per 3876 EDU X 12 months=\$372,098.00)

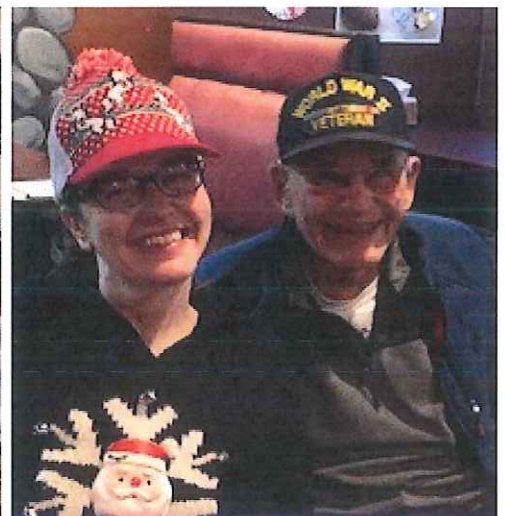
CONTINGENCY

Money available for emergencies.

The Board has asked that at least 4% of general fund budget be allotted to contingency.

(4% of \$2,721,841.00 = \$108,874 = minimum needed)

HISTORICAL DATA			GENERAL FUND EXPENDITURE DESCRIPTION 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$659	\$154	\$3,500	5992-Health Insurance Reserve	\$3,000	\$0	\$0
\$135,036	\$137,736	\$138,636	5996-To Improvement & Replacement Fund	\$139,536	\$0	\$0
\$375,864	\$397,794	\$398,754	5997-To System Development Fund	\$410,717	\$0	\$0
\$0	\$0	\$427,413	5999-Contingency	\$390,904	\$0	\$0
\$651,809	\$657,766	\$729,575	Personal Services	\$690,784	\$0	\$0
\$476,337	\$417,995	\$923,574	Materials and Services	\$886,900	\$0	\$0
		\$200,000	Unassigned Fund Balance	\$200,000	\$0	\$0
\$1,436,449	\$1,522,897		Audited Balance			
\$3,076,154	\$3,134,342	\$2,821,452	TOTAL REQUIREMENTS	\$2,721,841	\$0	\$0



GENERAL ENTERPRISE FUND ACCOUNT HIGHLIGHTS - PERSONAL SERVICES - SALARIES & EXPENSES

The Personnel Committee recommended and the Board of Directors approved a 3.0% COLA increase this year based on the West Urban Region CPI-U of 3.1% rounding down to 3.0%. Staff surveyed all North Oregon Coast Cities wages & benefits for similar to NBWA as per Board policy to keep salaries competitive. The survey shows the pay ranges are keeping up with after the range table adjustments were done five fiscal years ago. The Agency Health & Welfare insurance program shows a projected increase in premiums of 18% as reported by SDIS for 2020-2021. The NBWA changed the deductibles to \$1500/\$3000 five years ago and will make no changes. \$3000 will be left in the 5992 line as a reserve to cover Agency employee only deductible co-pay a(\$500 max/employee) if needed. Deductible per is \$1500/\$3000 and employee co-pay is \$25 per office visit.

Staffing levels will be for seven full time equivalent employees

HISTORICAL DATA			GENERAL FUND PERSONAL SERVICES 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$65,540	\$67,496	\$68,736	5003-Executive Assistant	\$0	\$0	\$0
\$110,170	\$103,522	\$106,632	5006-General Manager	\$109,824	\$0	\$0
\$62,181	\$63,773	\$65,460	5007-System Worker II	\$67,428	\$0	\$0
\$0	\$0	\$12,000	5008-Paid Overtime	\$12,000	\$0	\$0
\$63,427	\$64,758	\$65,460	5010-System Worker II	\$67,428	\$0	\$0
\$53,983	\$54,931	\$56,544	5011-Technician	\$58,248	\$0	\$0
\$48,692	\$52,883	\$58,677	5012-System Worker II	\$63,450	\$0	\$0
\$49,917	\$53,991	\$58,432	5013-Executive Assistant	\$63,196	\$0	\$0
\$453,910	\$461,354	\$491,941	TOTAL SALARIES	\$441,574	\$0	\$0

PERSONAL SERVICES PAYROLL EXPENSES						
\$454	\$461	\$500	5101-Unemployment 0.1%	\$500	\$0	\$0
\$121,409	\$119,989	\$140,000	5102-Health & Welfare	\$165,200	\$0	\$0
\$28,143	\$28,604	\$30,500	5103-FICA/Social Security 6.2%	\$27,378	\$0	\$0
\$5,689	\$5,122	\$6,800	5104-Workers Compensation	\$6,800	\$0	\$0
\$35,622	\$35,547	\$52,200	5105-PERS (15.92% & 7.67%)	\$42,929	\$0	\$0
\$6,582	\$6,689	\$7,134	5115-Medicare 1.45%	\$6,403	\$0	\$0
\$197,899	\$196,412	\$237,134	TOTAL PAYROLL EXPENSES	\$249,210	\$0	\$0
\$651,809	\$657,766	\$729,075	TOTAL PERSONAL SERVICES	\$690,784	\$0	\$0
7	7	7	Total Full-Time Equivalent (FTE)	6	6	6

GENERAL ENTERPRISE FUND ACCOUNT HIGHLIGHTS - MATERIALS AND SERVICES

UTILITIES

5201-Electricity: Electricity use breakdowns as follows: 45% lift stations, 50% treatment plant, & 5% Administration Building. The budgeted \$45,000 should be sufficient to cover costs.

5202-Water: Water is paid to Nehalem, Manzanita, NKN & Tideland Water Districts.

5203-Garbage:no increase.

5204-Telephone/Cell Phone: Our cell phone provider is Verizon on a government account. No change.

5206-Propane: Operation of lift station generators during power outages & weekly testing.

HISTORICAL DATA			UTILITIES 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$41,856	\$41,249	\$45,000	5201-Electricity	\$45,000	\$0	\$0
\$6,441	\$6,622	\$6,500	5202-Water	\$7,000	\$0	\$0
\$833	\$861	\$900	5203-Garbage	\$900	\$0	\$0
\$8,724	\$8,515	\$10,000	5204-Telephone/Cell Phone	\$10,000	\$0	\$0
\$326	\$162	\$4,000	5206-Propane	\$4,000	\$0	\$0
\$58,180	\$57,409	\$66,400	TOTAL UTILITIES	\$66,900	\$0	\$0

EXPENSES

5302-Schools/Training: This line is used for the certification training for employees & costs for seminars.

5303-Elections/Legal Notices: All advertising will be from this line including the required budget process public notices. Elections for Director Positions #3, #4 and #5 occur in 2021.

5304-Travel/Auto: No changes.

5306-Taxes/Licenses: CDL's, required certificates & permit payments, county recording fees, etc. Any Oregon State & Federal permits are paid from this line.

5307-Bank, Square & One Call Fees: All bank fees and one call services for line locations.

5309-Software/Computer Expenses: Computer related maintenance software updates & support expense
A purchase of one new computer for the Finance system to increase online security and allow for web hosting, and more payment options for customers

HISTORICAL DATA			EXPENSES 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-2020		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$4,046	\$10,547	\$10,000	5302-Schools/Training	\$10,000	\$0	\$0
\$1,589	\$605	\$2,500	5303-Elections/Legal Notices	\$2,500	\$0	\$0
\$2,367	\$2,539	\$3,000	5304-Travel Expenses	\$3,000	\$0	\$0
\$8,174	\$7,671	\$10,000	5306-Taxes/Licenses/Certificates/C	\$10,000	\$0	\$0
\$3,019	\$2,767	\$3,500	5307-Bank, Square, One Call Fees	\$5,000	\$0	\$0
\$5,015	\$9,147	\$30,000	5309-Software/Computer Expenses	\$30,000	\$0	\$0
\$24,210	\$33,276	\$59,000	TOTAL EXPENSES	\$60,500	\$0	\$0

GENERAL ENTERPRISE FUND ACCOUNT HIGHLIGHTS - MATERIALS AND SERVICES

SUPPLIES

5401-Office Supplies: Reflects historical data.

5402-Professional Clothing Supplies: Uniforms, rain gear, gloves & all required protective equipment.

5403-First Aid/Safety: All first aid items, safety items & training. Increased to accommodate COVID-19 supplies

5404-Postage: For all postage and postage related costs.

5405-Laboratory Supplies: Lab testing materials/chemicals & paper products for the treatment facility.

5406-Chemicals: The chemicals are used in the disinfection process at the treatment plant. In 2020, we converted from Chlorine to Sodium Hypochlorite & Sodium Bisulfite

5407-Disaster Preparedness-Expenses related to preparing for natural disasters i.e. water, food. Also, any expenses for the emergency septic systems not covered by the T-PUD grants.

HISTORICAL DATA			SUPPLIES 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$4,453	\$6,070	\$10,000	5401-Office Supplies	\$10,000	\$0	\$0
\$1,788	\$1,486	\$2,500	5402-Professional Clothing Supplies	\$2,500	\$0	\$0
\$2,620	\$2,131	\$4,000	5403-First Aid/Safety	\$10,000	\$0	\$0
\$5,217	\$5,250	\$5,500	5404-Postage	\$6,000	\$0	\$0
\$3,501	\$2,949	\$3,000	5405-Laboratory Supplies	\$4,000	\$0	\$0
\$36,375	\$22,728	\$50,000	5406-Chemicals/Chlorine	\$50,000	\$0	\$0
\$0	\$1,415	\$45,000	5407-Disaster Preparedness Supplies	\$75,000	\$0	\$0
\$53,954	\$42,029	\$120,000	TOTAL SUPPLIES	\$157,500	\$0	\$0

CONTRACT SERVICES (OUTSIDE SERVICES)

5501-Legal Services: For attorney services.

5502-Auditing Services: Quoted price from auditor.

5505-Survey & Engineering: For incidental engineering not covered by the Improvement & Replacement Fund and System Development Fund. Engineering for GIS Project.

5506-Contract Services: One temporary helper for projects. (Seasonal, GIS, and FOG programs)

5507-OEM Homeland Security Grant Expenses-A multi-jurisdictional grant was submitted. NBWA is administrator, if grant is awarded.

5508- T-PUD Grant for Emergency Septic Systems Project.

HISTORICAL DATA			CONTRACT SERVICES 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$300	\$0	\$5,000	5501-Legal Services	\$5,000	\$0	\$0
\$9,250	\$9,250	\$10,000	5502-Audit/Accounting Services	\$10,000	\$0	\$0
\$15,620	\$2,245	\$30,000	5505-Survey & Engineering	\$30,000	\$0	\$0
\$892	\$0	\$70,000	5506-Contract Services	\$70,000	\$0	\$0
\$0	\$0	\$122,174	5507-OEM Homeland Security Grant	\$0	\$0	\$0
\$0	\$0	\$5,000	5508-T-PUD Grant	\$0	\$0	\$0
\$26,062	\$11,495	\$242,174	TOTAL CONTRACT SERVICES	\$115,000	\$0	\$0

GENERAL ENTERPRISE FUND ACCOUNT HIGHLIGHTS - MATERIALS AND SERVICES

MAINTENANCE AND REPAIRS

5601-Vehicle Repair & Supply: Gas/Oil/Tires/Parts & Supplies for vehicles.

5603-Building/Grounds Expenses: Covers building/grounds maintenance & materials/supplies around all the lift stations, plant, warehouse, and admin building. Cleaning of the admin building.

5605-Maintenance, Collection System: Maintenance of the sewer system including the contracting of line repairs. Sewer saddle expenses are part of this line.

5606-Maintenance, Lift Stations: Maintenance & materials of all lift stations including building lift stations.

5607-Maintenance, Treatment Plant: Maintenance on the treatment plant equipment, herbicide application and irrigation process. Increased to cover costs for adding rock to the River Levee.

HISTORICAL DATA			MAINTENANCE & REPAIRS 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$27,812	\$32,833	\$45,000	5601-Vehicle Expenses	\$45,000	\$0	\$0
\$17,393	\$57,307	\$100,000	5603-Building/Grounds Expenses	\$115,000	\$0	\$0
\$81,200	\$43,982	\$80,000	5605-Maintenance Collection System	\$100,000	\$0	\$0
\$65,663	\$64,522	\$75,000	5606-Maintenance Lift Stations	\$75,000	\$0	\$0
\$85,722	\$35,807	\$85,000	5607-Maintenance Treatment Plant	\$100,000	\$0	\$0
\$277,790	\$234,451	\$385,000	TOTAL MAINTENANCE & REPAIRS	\$435,000	\$0	\$0

BOARD OF DIRECTORS

5701-Board Expense: Coffee, tea, creamer, sugar, TV cable, flowers sent by Board, luncheon meetings with the Manager & other smaller miscellaneous expenses of the Board

5702-Travel & Lodging: Costs attributed to use of private vehicles by the Board, conference lodging and all meals. The SDAO Conference is in SunRiver in 2021.

5704-Schools & Training: Registration for Board members to attend educational opportunities & meetings.

HISTORICAL DATA			BOARD OF DIRECTORS 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$3,722	\$4,517	\$5,500	5701-Board Expense	\$6,000	\$0	\$0
\$270	\$907	\$4,000	5702-Travel & Lodging	\$4,000	\$0	\$0
\$920	\$1,122	\$1,500	5704-Schools & Training	\$2,000	\$0	\$0
\$4,912	\$6,546	\$11,000	TOTAL BOARD OF DIRECTORS	\$12,000	\$0	\$0

INSURANCE: 5801 & 5802: Liability Insurance & deductible. Costs set by SDIS.

HISTORICAL DATA			INSURANCE 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$31,228	\$32,595	\$35,000	5801-Liability Insurance	\$35,000	\$0	\$0
\$0	\$0	\$5,000	5802-Claims Deductible	\$5,000	\$0	\$0
\$31,228	\$32,595	\$40,000	TOTAL INSURANCE	\$40,000	\$0	\$0
\$476,336	\$417,801	\$864,574	TOTAL MATERIALS & SERVICES	\$886,900	\$0	\$0

GENERAL ENTERPRISE FUND - TOTALS PERSONAL SERVICES/ MATERIALS AND SERVICES

HISTORICAL DATA			GENERAL FUND EXPENDITURES MATERIALS & SERVICES	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$453,910	\$461,354	\$491,941	TOTAL SALARIES	\$441,574	\$0	\$0
\$197,899	\$196,412	\$237,134	TOTAL PAYROLL EXPENSES	\$249,210	\$0	\$0
\$651,809	\$657,766	\$729,075	TOTAL PERSONAL SERVICES	\$690,784	\$0	\$0
\$58,181	\$61,100	\$66,400	UTILITIES	\$66,900	\$0	\$0
\$24,210	\$42,500	\$59,000	EXPENSES	\$60,500	\$0	\$0
\$53,954	\$85,000	\$120,000	SUPPLIES AND SERVICES	\$157,500	\$0	\$0
\$26,062	\$182,174	\$242,174	CONTRACT SERVICES	\$115,000	\$0	\$0
\$277,790	\$365,000	\$385,000	MAINTENANCE AND REPAIRS	\$435,000	\$0	\$0
\$4,911	\$11,000	\$11,000	BOARD OF DIRECTORS	\$12,000	\$0	\$0
\$31,228	\$40,000	\$40,000	INSURANCE	\$40,000	\$0	\$0
\$476,336	\$786,774	\$923,574	TOTAL MATERIALS AND SERVICES	\$886,900	\$0	\$0

Event Feed

SocialWall



John Handler

Feb 7, 2020

Shared from Welcoming & Keynote Speaker



2020 SDAO Annual Conference



Dave Harley owner & Board Member of NBWA

IMPROVEMENT & REPLACEMENT RESERVE FUND

2020-2021 BUDGET

HISTORICAL DATA			RESOURCES 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$897,233	\$826,054	\$900,000	4100-Cash Carry Forward	\$900,000	\$0	\$0
\$13,806	\$22,406	\$9,000	4003-Account Interest	\$10,500	\$0	\$0
\$135,036	\$137,736	\$138,636	4018-Transfer from General Fund	\$139,536	\$0	\$0
\$1,046,075	\$986,196	\$1,047,636	TOTAL RESOURCES	\$1,050,036	\$0	\$0

5991 - VEHICLES: None

5992 - EQUIPMENT: Purchases are: Two E-One pump set-ups for Nehalem Point (\$9,000), two pumps for Wheeler North (\$40,000), two pumps for Bayside South (\$30,000), and a new Traveler for Irrigation (\$29,000).

5993 - STATE/FEDERAL COMPLIANCE REQUIREMENTS: \$20,000 for any State or Federal requirements.

This includes the costs of any studies or engineering fees to complete these requirements.

5994 - BUILDING IMPROVEMENTS: HVAC System-Administration Building (\$20,000)

HISTORICAL DATA			REQUIREMENTS 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$0	\$0	\$0	5991-Vehicles	\$0	\$0	\$0
\$31,021	\$0	\$38,500	5992-Equipment	\$108,000	\$0	\$0
\$0	\$0	\$20,000	5993-State/Federal Compliance	\$20,000	\$0	\$0
\$189,000	\$0	\$20,000	5994-Building Improvements	\$20,000	\$0	\$0
\$220,021	\$0	\$78,500	Total Capital Outlay	\$148,000	\$0	\$0
			RESERVED FOR FUTURE EXPENDITURES			
\$826,054	\$986,196	\$969,136	5998-Assigned Fund Balance	\$902,036	\$0	\$0
\$1,046,075	\$986,196	\$1,047,636	TOTAL REQUIREMENTS	\$1,050,036	\$0	\$0

This fund was originally authorized by ORS 294.525 and established by Resolution #88-3 on 5-18-88 and re-established in 1998 by Resolution #98-8 for the purposes of setting up a reserve fund for purchase of capital equipment items. The fund name was changed by Resolution 2008-1 & re-established. Resolution 2018-01 passed in March 2018 re-established the fund. The next review will be in 2028.



2014 FACILITIES PLAN

**CAPITAL IMPROVEMENT PROJECTS
2020-2021 BUDGET YEAR**

IMPROVEMENTS	COST ESTIMATE	ACTUAL COST	YEAR
Administration Building Force Main	\$2,800,000.00	\$2,252,045.41	Completed
Fire Station/City Park Pump Station Upgrades	\$210,000.00	\$58,245.56	Completed
Administration Building Pump Station Upgrade	\$260,000.00	\$95,300.00	Completed
Bayside North Pump Upgrade	\$20,000.00	\$14,620.90	Completed
Irrigation Equipment	\$100,000.00		Ongoing
Dean's Point Pump Station Upgrade	\$290,000.00	\$19,422.33	2018-2023
Wheeler North Pump Station Upgrade with Force Main	\$560,000.00		2018-2023
Biosolids Project	\$700,000.00		2018-2023
Building Pump Station Improvements & Spare Parts	\$135,000.00		2018-2023
Neah-Kah-Nie Pump Station Upgrade	\$220,000.00		2018-2023
Administration Building Roof Replacement	\$100,000.00	\$18,850.00	Completed
Fork Island Pump Station Upgrade	\$280,000.00		2023-2028
Liars Lair Inflow Mitigation	\$30,000.00		2023-2028
Anglers Acres Inflow Mitigation	\$30,000.00		2023-2028
Nehalem Road I & I Mitigation/Repair	\$200,000.00		2023-2028
Building Pump Station Improvements	\$150,000.00		2023-2028
Lagoon Flow Transfer Improvements	\$20,000.00		2023-2028
RV Dump Station Improvements**	\$5,000.00	\$0.00	Completed
Effluent Irrigation Pumping	\$160,000.00		2028-2034
Fork Island Force Main Replacement Study	\$30,000.00		2028-2034
Neptune Way Pump Station Decommission	\$25,000.00		2028-2034
Effluent Disinfection Improvements	\$350,000.00	\$180,000.00	Completed
Wheeler South Pump Station Rehabilitation	\$240,000.00		2028-2034
System Wide I & I Repairs and Stubs to Vacant Lots	\$200,000.00		Ongoing
TOTAL	\$7,115,000.00	\$2,458,484.20	

**Improvements done in-house & completed under General Fund Maintenance-Treatment Plant.



SYSTEM DEVELOPMENT RESERVE FUND

2020-2021 BUDGET

Resources:

4013-25 EDU's X \$4,258.00 (current SDC) = \$106,450.00

HISTORICAL DATA			RESOURCES 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$2,011,416	\$2,381,679	\$2,500,000	4100-Cash Carry Forward	\$2,500,000	\$0	\$0
\$36,804	\$64,965	\$30,000	4003-Account Interest	\$30,000	\$0	\$0
\$98,572	\$95,565	\$106,450	4013-System Development Charge	\$106,450	\$0	\$0
\$375,864	\$387,140	\$398,754	4016-Transfer from General Fund	\$410,717	\$0	\$0
\$2,522,656	\$2,929,349	\$3,035,204	TOTAL RESOURCES	\$3,047,167	\$0	\$0

Outside Services: Engineering & Design + Project Management (\$220,000.00) including Biosolids Project Engineering

Total Outside Services - \$220,000.00

Collection System Improvements: System-wide I & I Repairs

Total Collection System Improvements = \$200,000

Treatment Plant Improvements: Biosolids Project (\$700,000), Effluent Replacement Pump (\$60,000)

Total Treatment Plant Improvements = \$760,000.00

Building Improvements: None

Total Building Improvements = \$0.00

Planned Reserve: This line will be used for accumulation of monies to perform all the requirements of the Facility Master Plan through 2034.

Total Planned Reserve = \$1,867,167

HISTORICAL DATA			REQUIREMENTS 2020-2021 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2017-18	ACTUAL 2018-19	ADOPTED 2019-20		PROPOSED 2020-21	APPROVED 2020-21	ADOPTED 2020-21
\$71,320	\$20,751	\$560,000	5991-Treatment Plant Improvements	\$760,000	\$0	\$0
\$0	\$0	\$0	5992-Building Improvements	\$0	\$0	\$0
\$34,009	\$1,570	\$220,000	5993-Outside Service	\$220,000	\$0	\$0
\$35,648	\$23,875	\$175,000	5995-Collection System Improve	\$200,000	\$0	\$0
\$140,977	\$46,196	\$955,000	TOTAL CAPITAL OUTLAY	\$1,180,000	\$0	\$0
\$2,381,679	\$2,883,153	\$2,080,204	5998-Committed Fund Balance	\$1,867,167	\$0	\$0
\$2,522,656	\$2,929,349	\$3,035,204	TOTAL REQUIREMENTS	\$3,047,167	\$0	\$0

This fund is authorized by ORS 294.525 & established by Resolution #94-10 on 7-20-94 & re-established in 2004 by Resolution #04-05 & again in 2014 by Resolution #14-2 for the purposes of financing future improvements to the system. Review of this fund will take place in June 2024.



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