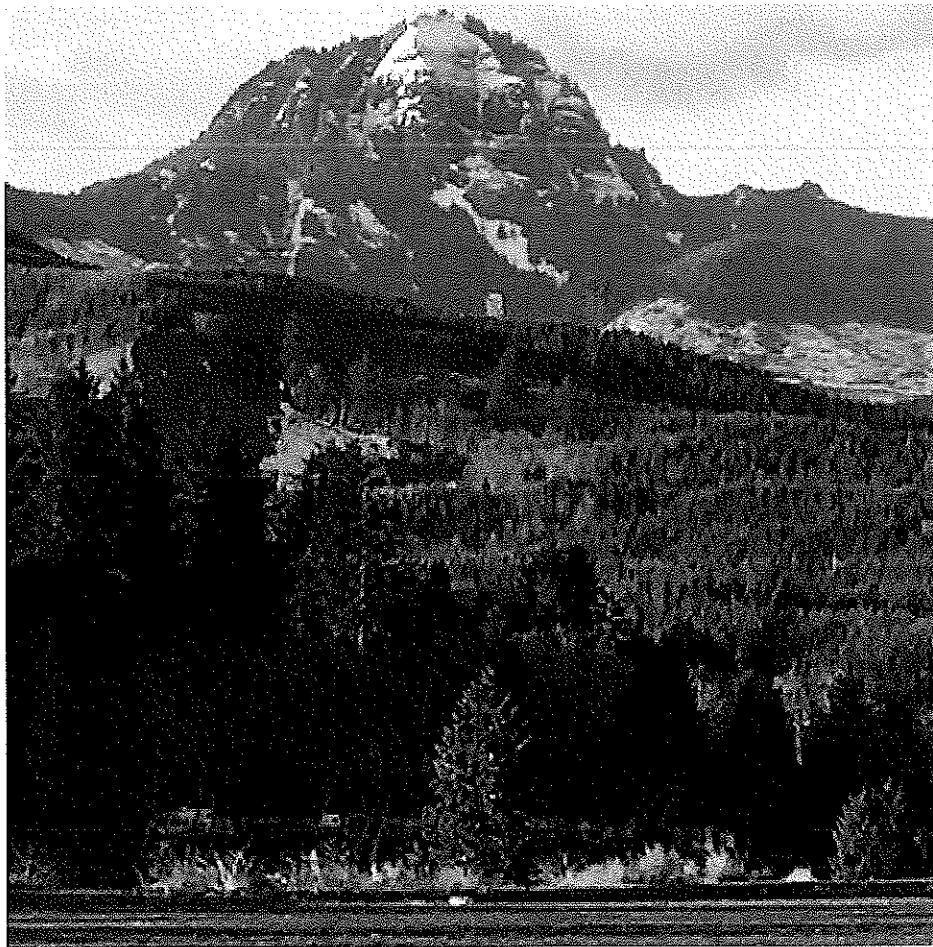


NEHALEM BAY WASTEWATER AGENCY



BUDGET 2018-2019

BOARD OF DIRECTORS



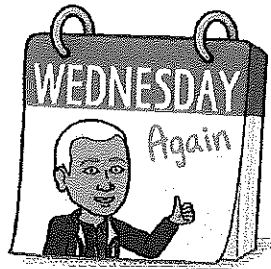
Chairman Jim Hickey



Vice Chairman Mike Sims



Owen Nicholson



Curt Lorenz



John Handler

MANAGER



Bruce Halverson

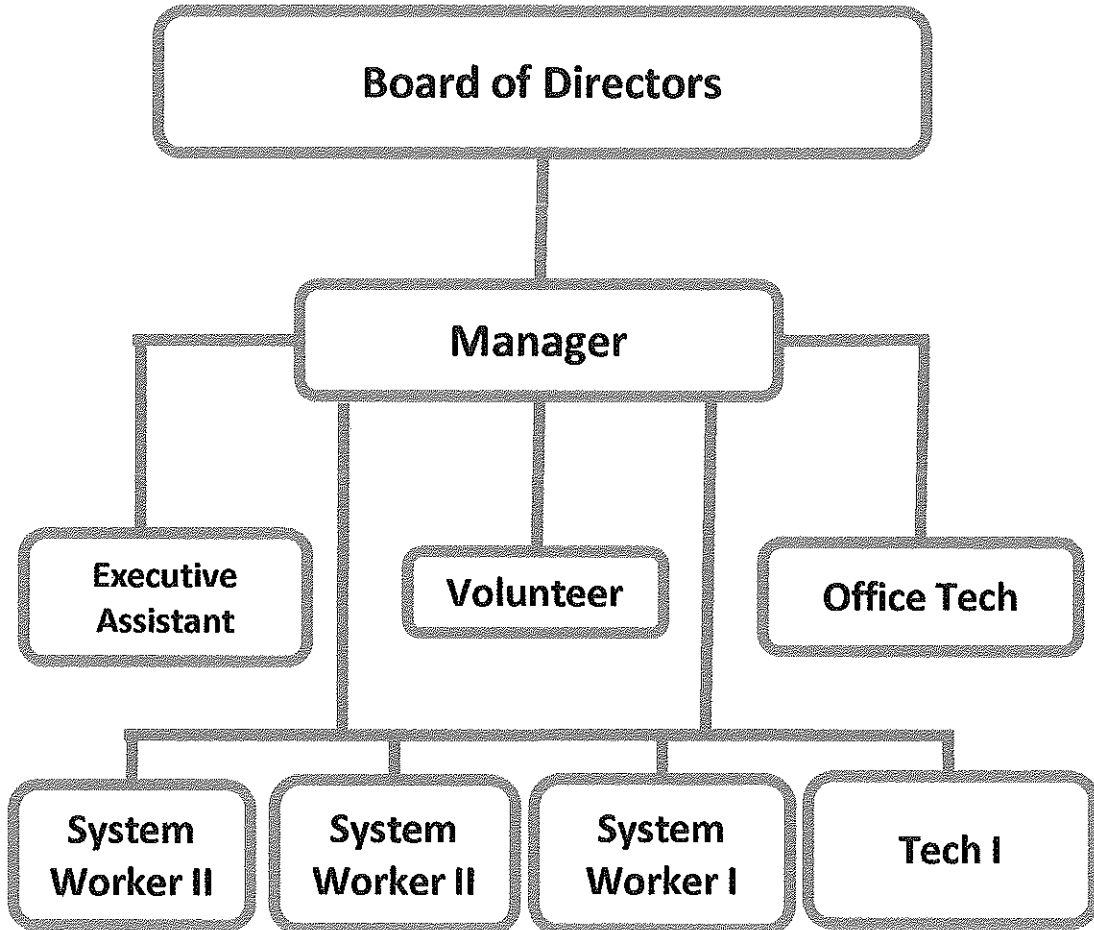
NEHALEM BAY WASTEWATER AGENCY
2018-2019
BUDGET

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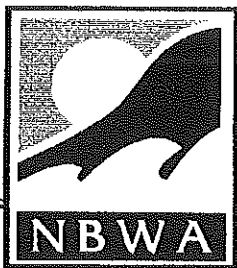
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NBWA FLOW CHART

2018-2019



7 FULL TIME EQUIVALENTS



Nehalem Bay Wastewater Agency

April 25, 2018

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

Personnel:

Staffing

The budget provides for seven (7) full time employees. A summer temporary worker may not be needed, however, the budget will include the possibility of hiring one depending on the circumstances. The employee breakdown is as follows:

One Manager One Executive Assistant Two System Worker II's
One System Worker I One Technician One Office Tech
One Temp Summer Worker, if 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 Portland CPI-U for 2017 is 3.9%. The Personnel Committee rounded the 3.9% to 3.0%. The 2018-19 wages are increased by 3.0% as proposed by the Personnel Committee and approved by the Board of Directors.

The Agencies 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 shows no projected increase in the health/vision premium or in the dental premium for 2018-2019. However, they reported a possible area adjustment of 10%. Therefore, the budget has included a 10% adjustment. The Agency is keeping the same coverages as previous years with the deductibles at \$1500/\$3000. \$3,500.00 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 \$2,538,738.00 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 \$750,000.00 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. The proposed increase of \$3.00 per month for July 1, 2018 is dedicated to the System Development Fund. With continued operational efficiency no rate increases will be considered for 2018-19 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 \$68,310.00 during the fiscal year to \$14,375,770.00 as of June 30, 2017.

Cash And Investments

The Agency maintains an investment account with the Oregon State Investment Pool. State Investment Pool daily average interest for March 2018 is 1.85%. The Agency has \$3.5 million dollars in the System Development and Improvements and Replacement funds 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 \$8.00 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 \$387,140.00 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:
(Formerly known as the Equipment 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, \$137,736.00 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. The new force main from the Administration Building under the river to the Treatment Plant has been completed with a total cost including engineering at \$2,252,054.00. No loans or bonds were needed to finance the project over the five year life of the project. 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 from \$24.00 per month (our current rate) to \$33.00 per month (by 2034) and will be implemented in \$3.00 increments over the next 20 years with the first \$3.00/month/equivalent dwelling unit increase to become effective July 1, 2018. These increases will be dedicated to the System Development Fund not General Operations.

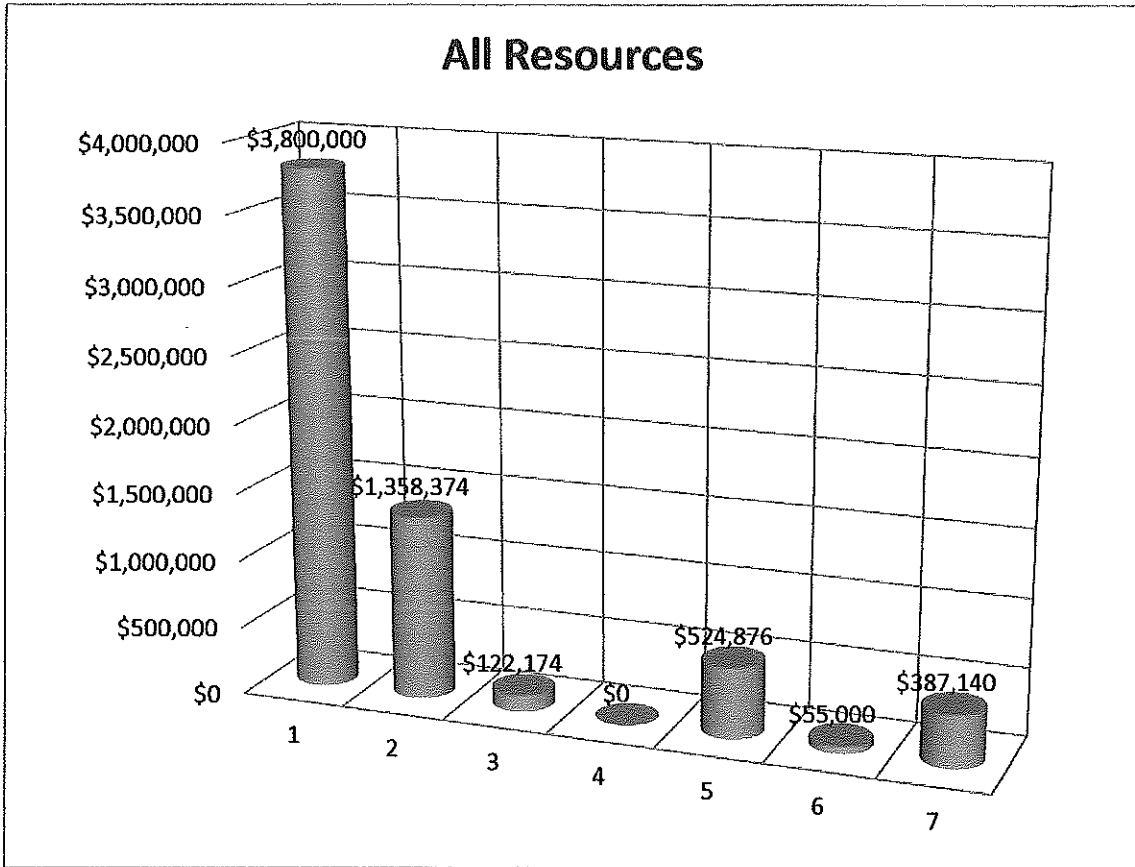
Respectfully Submitted,

Bruce Halverson
Manager/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.

GENERAL FUND

RESOURCES



Beginning balance forward	User fees, permits, etc.	Grants, if any	Debt Revenue, if any	Interfund Transfers	Other Misc Revenues	Taxes
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FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Board of Directors will be held on June 20, 2018 at 7:00 p.m. at 35755 Seventh Street, Nehalem, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2018 as approved by the Nehalem Bay Wastewater Agency Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 35755 Seventh Street, Nehalem, Oregon between the hours of 7:30 am and 4:00 pm. The budget is for an annual budget period. This budget was prepared on the basis of accounting that is the same as the preceding year. If different, the major changes and their effect on the budget, are explained below.

Contact:	Telephone number:	Email:
Bruce Halverson, Manager	503-368-5125	nbwa2@nehalem.tel.net

FINANCIAL SUMMARY - RESOURCES

TOTAL ALL FUNDS	Actual Amounts	Adopted Budget	Approved Budget
	2016-2017	2017-2018	2018-2019
1-Beginning Fund Balance/Net Working Capital	\$5,841,457	\$3,050,000	\$3,800,000
2-Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	\$1,189,095	\$1,156,438	\$1,358,374
3-Federal, State & all other Grants, Allocations & Donations	\$0	\$0	\$122,174
4-Revenue from Bonds & Other Debt	\$0	\$0	\$0
5-Interfund Transfers/Internal Service Reimbursements	\$499,089	\$510,900	\$524,876
6-All Other Resources Except Property Taxes	\$68,200	\$46,500	\$55,000
7-Property Taxes Estimate to be Received	\$361,982	\$375,864	\$387,140
8-Total Resources - add lines 1 through 7	\$7,959,823	\$5,139,702	\$6,247,564

FINANCIAL SUMMARY-REQUIREMENTS BY OBJECT CLASSIFICATION

9-Personnel Services	\$605,842	\$658,123	\$690,433
10-Materials and Services	\$384,677	\$514,500	\$786,774
11-Capital Outlay	\$1,992,319	\$408,000	\$294,000
12-Debt Service	\$0	\$0	\$0
13-Interfund Transfers	\$499,089	\$510,900	\$524,876
14-Contingencies	\$0	\$356,929	\$333,155
15-Special Payments	\$191	\$3,500	\$3,500
16-Unappropriated Ending Balance & Reserved Future Expenditures	\$4,477,705	\$2,687,750	\$3,614,826
17-Total Tax Requirements - add lines 9 through 16	\$7,959,823	\$5,139,702	\$6,247,564

FINANCIAL SUMMARY-REQUIREMENTS & FULL TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM

Name of Organizational Unit or Program			
FTE for Unit or Program			
Name: Wastewater Collection and Treatment	\$7,959,823	\$5,139,702	\$6,247,564
FTE	7	7	7
Total Requirements	\$7,959,823	\$5,139,702	\$6,247,564
Total FTE	7	7	7
	8		

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING

PROPERTY TAX LEVIES

	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Imposed
Permanent Rate Levy...(Rate Limit 0.4088 Per \$1000)	0.4088	0.4088	0.4088
Local Option Levy	0	0	0
Levy for General Obligations Bonds	0	0	0

STATE OF INDEBTEDNESS

Long Term Debt	Estimated Debt Outstanding on July 1	Estimated Debt Authorized but not Incured on July 1
General Obligation Bonds	0	0
Other Bonds	0	0
Other Borrowing	0	0
Total	0	0

GENERAL ENTERPRISE FUND ACCOUNT HIGHLIGHTS-RESOURCES

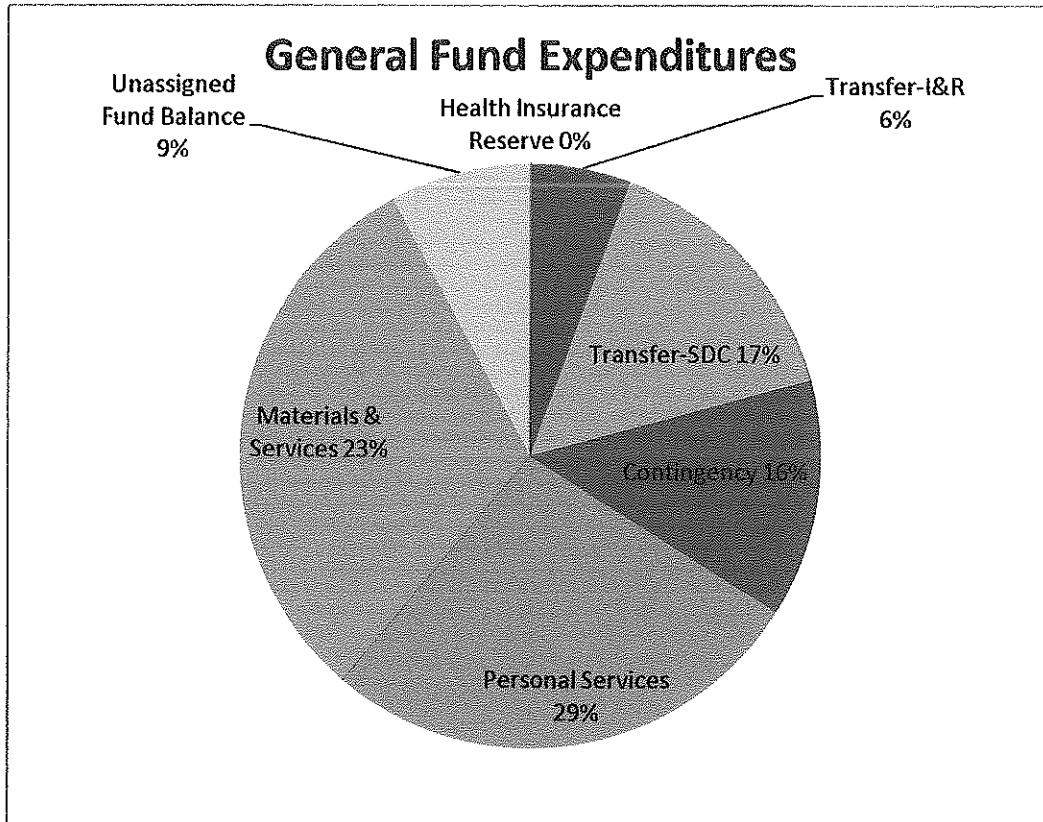
This "General Fund" represents the Sewer Collection, Wastewater Treatment Operations & Administration

Cash carry forward, \$750,000.00	Interest, \$12,000.00	Tax revenue was calculated using last years assessment \$387,140.
Previously Levied Taxes to be Received, \$15,000.00		
User Fees, \$1,293,624.00 @ 3826 sewer users X \$27.00/mo. X 12 months		Other revenues: miscellaneous, permit/inspection, lab test fees, land sales. \$11,000.00
The sewer user fees of \$27.00/month/EDU		
OEM Homeland Security Grant, \$122,174		RV Dump Site Fees: \$1,800.00 (\$5.00 per vehicle)

HISTORICAL DATA			GENERAL FUND RESOURCES DESCRIPTION 2018-2019 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18		PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$1,502,839	\$1,566,586	\$750,000	4100-Cash Carry Forward	\$750,000	\$750,000	\$750,000
\$15,848	\$13,671	\$17,000	4002-Previously Levied Taxes	\$15,000	\$15,000	\$15,000
\$9,224	\$15,966	\$9,000	4003-Account Interest	\$12,000	\$12,000	\$12,000
\$0	\$0	\$500	4004-County Land Sales	\$500	\$500	\$500
\$0	\$0	\$0	4005-OEM Homeland Security	\$122,174	\$122,174	\$122,174
\$1,077,582	\$1,087,620	\$1,080,288	4006-User Fees, 3826 EDU's	\$1,239,624	\$1,239,624	\$1,239,624
\$1,729	\$1,725	\$1,800	4007-RV Dump Site Fees	\$1,800	\$1,800	\$1,800
\$1,850	\$3,259	\$1,500	4008-Permit/Inspection Fees	\$2,000	\$2,000	\$2,000
\$216	\$1,008	\$500	4010-Lab Tests	\$1,000	\$1,000	\$1,000
\$5,839	\$7,037	\$7,500	4020-Miscellaneous Revenue	\$7,500	\$7,500	\$7,500
\$2,615,127	\$2,696,872	\$1,868,088	Total Resources Except Tax	\$2,151,598	\$2,151,598	\$2,151,598
		\$375,864	Tax Necessary To Balance	\$387,140	\$387,140	\$387,140
\$346,742	\$361,982		Taxes Collected in Year Levied			
\$2,961,869	\$3,058,854	\$2,243,952	TOTAL RESOURCES	\$2,538,738	\$2,538,738	\$2,538,738

GENERAL FUND

DETAILED EXPENDITURES



GENERAL ENTERPRISE FUND ACCOUNT HIGHLIGHTS

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 \$137,736 \$3 of each 3826 EDU/Month
5997-To System Development Fund \$387,140. Resolution 97-01 requires that all of the Tax
Receipts of \$387,140 be transferred to the SDC Fund. This amount is equal to or
exceeds the resolution required of \$8 of each user fee dedicated to the SDC Fund.
(3826 users x \$8 x 12 months/year=\$367,296.

CONTINGENCY

Money available for emergencies. The Board has asked that at least 4% of general fund
budget be allotted to contingency. (4% of \$2,538,738 = \$101,550 = minimum needed)

HISTORICAL DATA			GENERAL FUND EXPENDITURE DESCRIPTION 2018-2019 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18		PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$500	\$191	\$3,500	5992-Health Insurance Reserve	\$3,500	\$3,500	\$3,500
\$132,984	\$134,172	\$135,036	5996-To Improvement & Replacement Fund	\$137,736	\$137,736	\$137,736
\$354,289	\$364,917	\$375,864	5997-To System Development Fund	\$387,140	\$387,140	\$387,140
\$0	\$0	\$356,929	5999-Contingency	\$333,155	\$333,155	\$333,155
\$529,170	\$605,842	\$658,123	Personal Services	\$690,433	\$690,433	\$690,433
\$387,101	\$384,677	\$514,500	Materials and Services	\$786,774	\$786,774	\$786,774
		\$200,000	Unassigned Fund Balance	\$200,000	\$200,000	\$200,000
\$1,557,825	\$1,569,055		Audited Balance			
\$2,961,869	\$3,058,854	\$2,243,952	TOTAL REQUIREMENTS	\$2,538,738	\$2,538,738	\$2,538,738

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 Portland CPI-U of 3.9% rounding down to 3.0%. Staff surveyed all North Oregon Coast Cities wages & benefits for positions similar to NBWA as per Board policy to keep salaries competitive. The survey shows the pay ranges are keeping up with trends after the range table adjustments were done four fiscal years ago. The Agency Health & Welfare insurance program shows no projected increases in premiums, however, a 10% adjustment was suggested for 2018-2019. The NBWA changed the deductibles to \$1500/\$3000 four years ago and will make no changes. \$3500 will be left in the 5992 line (page 10) as a reserve to cover Agency employee only deductible co-pay a(\$500 max/employee) if needed. Deductible per employee/family is \$1500/\$3000 and employee co-pay is \$25 per office visit.

Staffing levels will be for 7 full time equivalent employees.

HISTORICAL DATA			GENERAL FUND PERSONAL SERVICES 2018-2019 BUDGET	BUDGET FOR NEXT YEAR		
ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18		PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$63,466	\$66,647	\$64,788	5003-Exe Assist/Office Adm	\$66,732	\$66,732	\$66,732
\$95,959	\$101,777	\$100,512	5006-General Manager	\$103,527	\$103,527	\$103,527
\$60,016	\$63,331	\$61,704	5007-System Woker II (Brad)	\$63,552	\$63,552	\$63,552
\$0	\$0	\$12,000	5008-Paid Overtime	\$12,000	\$12,000	\$12,000
\$12,483	\$0	\$0	5009-System Worker I	\$0	\$0	\$0
\$61,910	\$65,878	\$61,704	5010-System Worker II (Steve)	\$63,552	\$63,552	\$63,552
\$49,008	\$54,746	\$53,304	5011-Technician I (Pat)	\$54,900	\$54,900	\$54,900
\$26,125	\$46,395	\$47,776	5012-System Worker I (David)	\$51,456	\$51,456	\$51,456
\$0	\$30,845	\$49,956	5013-Office Tech (Keri)	\$54,028	\$54,028	\$54,028
\$368,967	\$429,619	\$451,744	TOTAL SALARIES	\$469,747	\$469,747	\$469,747
PERSONAL SERVICES PAYROLL EXPENSES						
\$369	\$430	\$400	5101-Unemployment 0.1%	\$450	\$450	\$450
\$105,758	\$115,740	\$130,000	5102-Health & Welfare	\$140,000	\$140,000	\$140,000
\$22,876	\$26,636	\$28,009	5103-FICA/Social Security 6.2%	\$29,125	\$29,125	\$29,125
\$6,131	\$5,468	\$6,800	5104-Workers Compensation	\$6,800	\$6,800	\$6,800
\$19,719	\$21,720	\$34,620	5105-PERS (13.88% & 4.48%)	\$37,049	\$37,049	\$37,049
\$0	\$0	\$0	5106-State Transit Tax 0.1%	\$450	\$450	\$450
\$5,350	\$6,229	\$6,550	5115-Medicare 1.45%	\$6,812	\$6,812	\$6,812
\$160,203	\$176,223	\$206,379	TOTAL PAYROLL EXPENSES	\$220,686	\$220,686	\$220,686
\$529,170	\$605,842	\$658,123	TOTAL PERSONAL SERVICES	\$690,433	\$690,433	\$690,433

GENERAL ENTERPRISE FUND ACCOUNT HIGHLIGHTS
MATERIALS AND SERVICES

UTILITIES

5201-Electricity: Electricity use breakdowns as follow=45% lift stations, 50% treatment plant & 5% Administration Building. The budgeted \$41,000 should be sufficient to cover costs.

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

5203-Garbage:Slight 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.

ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	UTILITIES 2018-2019 BUDGET	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$38,786	\$40,391	\$39,000	5201-Electricity	\$41,000	\$41,000	\$41,000
\$3,644	\$5,163	\$4,700	5202-Water	\$5,200	\$5,200	\$5,200
\$797	\$821	\$800	5203-Garbage	\$900	\$900	\$900
\$6,842	\$7,098	\$10,000	5204-Telephone/Cell Phone	\$10,000	\$10,000	\$10,000
\$1,669	\$2,371	\$4,000	5206-Propane	\$4,000	\$4,000	\$4,000
\$51,738	\$55,844	\$58,500	TOTAL UTILITIES	\$61,100	\$61,100	\$61,100

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 occur in 2019.

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. Cutbacks at the State level could cause higher fees.

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

5309-Software/Computer Expenses: \$4,000 will cover computer related maintenance & some software updates & software support expenses. A purchase of one new computer for the GIS computer with AutoCad. Purchase the module to the finance program to allow online payments.

ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	EXPENSES 2018-2019 BUDGET	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$6,647	\$5,767	\$6,000	5302-Schools/Training	\$10,000	\$10,000	\$10,000
\$1,191	\$613	\$1,500	5303-Elections/Legal Notices	\$2,000	\$2,000	\$2,000
\$2,977	\$2,187	\$2,500	5304-Travel Expenses	\$2,500	\$2,500	\$2,500
\$9,318	\$6,865	\$10,000	5306-Taxes/Licenses/Certificates/CDLs	\$10,000	\$10,000	\$10,000
\$1,918	\$2,425	\$2,500	5307-Bank, Square, One Call Fees	\$3,000	\$3,000	\$3,000
\$3,328	\$5,255	\$6,000	5309-Software/Computer Expenses	\$15,000	\$15,000	\$15,000
\$25,379	\$23,112	\$28,500	TOTAL EXPENSES	\$42,500	\$42,500	\$42,500

SUPPLIES

5401-Office Supplies: Reflects historical data.

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

5403-First Aid/Safety: All first aid items, safety items & training.

5404-Postage: Postage for all postage related costs.

5405-Laboratory Supplies: Lab testing materials/chemicals (not chlorine) & paper products for the treatment facility.

5406-Chlorine/Chemicals: These chemicals are used in the disinfection & the de-chlorination process at the treatment plant. We are beginning to convert away from chlorine. The actual costs of chemicals for the new process is estimated to be less than chlorine. Until the new method is online, chlorine will continue to be used. New chemicals: Sodium hypochlorite & Sodium bisulfite

5407-Disaster Preparedness-Expenses related to preparing for natural disasters i.e. water, food.

ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	SUPPLIES AND SERVICES 2018-2019 BUDGET	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$5,580	\$9,785	\$6,000	5401-Office Supplies	\$10,000	\$10,000	\$10,000
\$1,393	\$1,024	\$2,500	5402-Professional Clothing Supplies	\$2,500	\$2,500	\$2,500
\$2,383	\$3,687	\$4,000	5403-First Aid/Safety	\$4,000	\$4,000	\$4,000
\$5,331	\$5,170	\$5,500	5404-Postage	\$5,500	\$5,500	\$5,500
\$2,290	\$2,066	\$2,500	5405-Laboratory Supplies	\$3,000	\$3,000	\$3,000
\$25,917	\$33,020	\$30,000	5406-Chemicals/Chlorine	\$50,000	\$50,000	\$50,000
\$0	\$0	\$0	5407-Disaster Preparedness Supplies	\$10,000	\$10,000	\$10,000
\$42,894	\$54,752	\$50,500	TOTAL SUPPLIES	\$85,000	\$85,000	\$85,000

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.

5506-Contract Services: One temporary summer helper with projects, if needed.

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

ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	CONTRACT SERVICES 2018-2019 BUDGET	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$100	\$0	\$2,500	5501-Legal Services	\$5,000	\$5,000	\$5,000
\$9,250	\$9,250	\$10,000	5502-Audit/Accounting Services	\$10,000	\$10,000	\$10,000
\$30,573	\$4,639	\$30,000	5505-Survey & Engineering	\$30,000	\$30,000	\$30,000
\$0	\$2,830	\$15,000	5506-Contract Services	\$15,000	\$15,000	\$15,000
\$0	\$0	\$0	5507-OEM Homeland Security Grant Exp	\$122,174	\$122,174	\$122,174
\$39,923	\$16,719	\$57,500	TOTAL CONTRACT SERVICES	\$182,174	\$182,174	\$182,174

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 and admin building. Cleaning of the admin building. Warehouse Upgrades also included.

5605-Maintenance, Collection System: Maintenance of the sewer system including the contracting of line repairs not the I & I 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.

ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	MAINTENANCE & REPAIRS 2018-2019 BUDGET	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$28,110	\$40,403	\$45,000	5601-Vehicle Expenses	\$45,000	\$45,000	\$45,000
\$15,767	\$15,991	\$25,000	5603-Building/Grounds Expenses	\$100,000	\$100,000	\$100,000
\$35,525	\$29,224	\$60,000	5605-Maintenance Collection System	\$60,000	\$60,000	\$60,000
\$38,836	\$50,935	\$65,000	5606-Maintenance Lift Stations	\$75,000	\$75,000	\$75,000
\$73,477	\$62,067	\$75,000	5607-Maintenance Treatment Plant	\$85,000	\$85,000	\$85,000
\$191,715	\$198,620	\$270,000	TOTAL SUPPLIES	\$365,000	\$365,000	\$365,000

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 2019.

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

ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	BOARD OF DIRECTORS 2018-2019 BUDGET	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$2,684	\$2,790	\$5,000	5701-Board Expense	\$5,500	\$5,500	\$5,500
\$3,228	\$2,316	\$3,000	5702-Travel & Lodging	\$4,000	\$4,000	\$4,000
\$1,150	\$920	\$1,500	5704-Schools & Training	\$1,500	\$1,500	\$1,500
\$7,062	\$6,026	\$9,500	TOTAL BOARD OF DIRECTORS	\$11,000	\$11,000	\$11,000

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

ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	INSURANCE 2018-2019 BUDGET	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$28,390	\$29,604	\$35,000	5801-Liability Insurance	\$35,000	\$35,000	\$35,000
\$0	\$0	\$5,000	5802-Claims Deductible	\$5,000	\$5,000	\$5,000
\$28,390	\$29,604	\$40,000	TOTAL BOARD OF DIRECTORS	\$40,000	\$40,000	\$40,000

\$387,101	\$384,677	\$514,500	TOTAL MATERIALS & SERVICES	\$786,774	\$786,774	\$786,774
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GENERAL FUND WORK SHEET
TOTAL MATERIALS AND SERVICES
AND PERSONAL SERVICES

ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	GENERAL FUND EXPENDITURES MATERIALS & SERVICES AND PERSONAL SERVICES	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$368,967	\$429,619	\$451,744	TOTAL SALARIES	\$469,747	\$469,747	\$469,747
\$160,203	\$176,223	\$206,379	TOTAL PAYROLL EXPENSES	\$220,686	\$220,686	\$220,686
\$529,170	\$605,842	\$658,123	TOTAL PERSONAL SERVICES	\$690,433	\$690,433	\$690,433
\$51,738	\$55,844	\$58,500	UTILITIES	\$61,100	\$61,100	\$61,100
\$25,379	\$23,112	\$28,500	EXPENSES	\$42,500	\$42,500	\$42,500
\$42,894	\$54,752	\$50,500	SUPPLIES AND SERVICES	\$85,000	\$85,000	\$85,000
\$39,923	\$16,719	\$57,500	CONTRACT SERVICES	\$182,174	\$182,174	\$182,174
\$191,715	\$198,620	\$270,000	MAINTENANCE AND REPAIRS	\$365,000	\$365,000	\$365,000
\$7,062	\$6,026	\$9,500	BOARD OF DIRECTORS	\$11,000	\$11,000	\$11,000
\$28,390	\$29,604	\$40,000	INSURANCE	\$40,000	\$40,000	\$40,000
\$387,101	\$384,677	\$514,500	TOTAL MATERIALS AND SERVICES	\$786,774	\$786,774	\$786,774

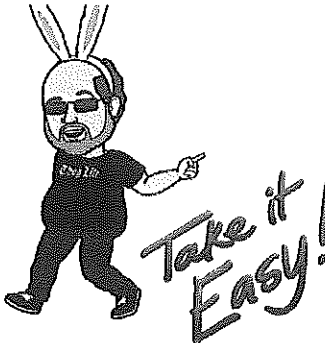
IMPROVEMENT & REPLACEMENTS RESERVE FUND

FORMERLY KNOWN AS EQUIPMENT RESERVE FUND

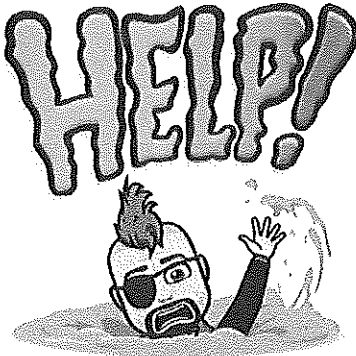
2018-2019



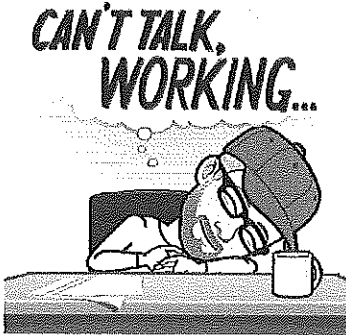
Brad Thayer-SWII



David Neal-SWI



Steve Woodward-SWII



Pat Gullion-Tech I



Janet Lease-Executive Assistant



Keri Scott-Office Tech

IMPROVEMENT & REPLACEMENT RESERVE FUND
2018-19 BUDGET
Formerly known as Equipment Reserve Fund

ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	RESOURCES	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$750,579	\$803,330	\$800,000	4100-Cash Carry Forward	\$800,000	\$800,000	\$800,000
\$5,480	\$9,715	\$5,000	4003-Account Interest	\$7,500	\$7,500	\$7,500
\$132,984	\$134,172	\$135,036	4018-Transfer from General Fund	\$137,736	\$137,736	\$137,736
\$889,043	\$947,217	\$940,036	TOTAL RESOURCES	\$945,236	\$945,236	\$945,236

5991 - VEHICLES: None

5992 - EQUIPMENT: Purchases are: Two E-One Pump set-ups for Nehalem Point (\$9,000)

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

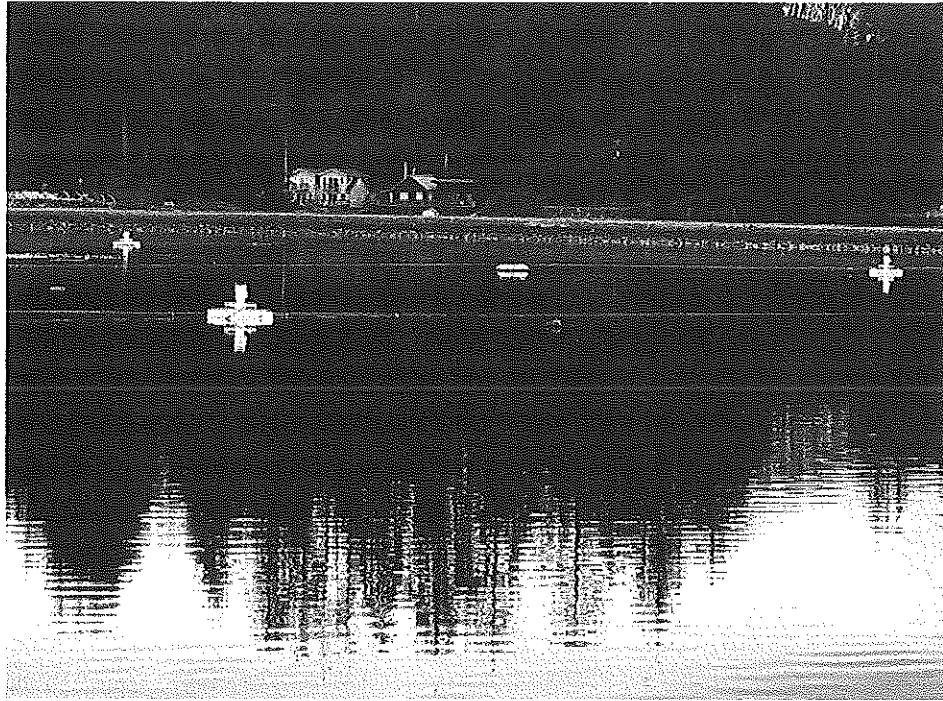
This includes the costs of any studies or engineering fees to complete these requirements.

5994 - BUILDING IMPROVEMENTS: None

ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	REQUIREMENTS	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$0	\$0	\$0	5991-Vehicles	\$0	\$0	\$0
\$85,713	\$49,984	\$36,000	5992-Equipment	\$9,000	\$9,000	\$9,000
\$0	\$0	\$20,000	5993-State/Federal Compliance Requirements	\$20,000	\$20,000	\$20,000
\$0	\$0	\$189,000	5994-Building Improvements	\$0	\$0	\$0
\$85,713	\$49,984	\$245,000	Total Capital Outlay	\$29,000	\$29,000	\$29,000
			RESERVED FOR FUTURE EXPENDITURES			
\$803,330	\$897,233	\$695,036	5998-Assigned Fund Balance	\$916,236	\$916,236	\$916,236
\$889,043	\$947,217	\$940,036	TOTAL REQUIREMENTS	\$945,236	\$945,236	\$945,236

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.

SYSTEM DEVELOPMENT RESERVE FUND 2018-2019



A Cell Aerators



Rainbow over Lagoons

2014 FACILITIES PLAN

CAPITAL IMPROVEMENT PROJECTS

2018-2019 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
CL2 Residual Meter	\$5,000.00		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		2028-2034
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	\$6,420,000.00	\$2,458,484.20	

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

SYSTEM DEVELOPMENT RESERVE FUND
2018-2019 BUDGET

ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	RESOURCES	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$3,165,842	\$3,471,541	\$1,500,000	4100-Cash Carry Forward	\$2,250,000	\$2,250,000	\$2,250,000
\$21,248	\$28,848	\$15,000	4003-Account Interest	\$20,000	\$20,000	\$20,000
\$65,565	\$88,446	\$64,850	4013-System Development Charge (25 EDU's)	\$106,450	\$106,450	\$106,450
\$354,289	\$364,917	\$375,864	4016-Transfer from General Fund	\$387,140	\$387,140	\$387,140
\$3,606,944	\$3,953,752	\$1,955,714	TOTAL RESOURCES	\$2,763,590	\$2,763,590	\$2,763,590

Requirements:

Outside Services: Engineering & Design + Project Management (\$90,000.00)

Total Outside Services - \$90,000.00

Collection System Improvements: System-wide I & I Repairs with a focus on Nehalem Rd (\$115,000).

Total Collection System Improvements = \$115,000

Treatment Plant Improvements: Disinfection System Conversion (\$60,000)

Total Plant Improvements = \$60,000.00

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 = \$1,603,714

ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	REQUIREMENTS	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19
\$15,456	\$0	\$100,000	5991-Treatment Plant Improve	\$60,000	\$60,000	\$60,000
\$0	\$18,847	\$0	5992-Building Improvements	\$0	\$0	\$0
\$59,579	\$52,164	\$60,000	5993-Outside Service (Engineering & Design)	\$90,000	\$90,000	\$90,000
\$60,368	\$1,871,324	\$192,000	5995-Collection System Improve	\$115,000	\$115,000	\$115,000
\$135,403	\$1,942,335	\$352,000	TOTAL CAPITAL OUTLAY	\$265,000	\$265,000	\$265,000
\$3,471,541	\$2,011,417	\$1,603,714	5998-Committed Fund Balance	\$2,498,590	\$2,498,590	\$2,498,590
\$3,606,944	\$3,953,752	\$1,955,714	TOTAL REQUIREMENTS	\$2,763,590	\$2,763,590	\$2,763,590

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.

RESOLUTION 2018-05

WHEREAS, certain service charges established by the NEHALEMBAY WASTEWATER AGENCY for use of the sewer system have not been paid when due,

IT IS THEREFORE RESOLVED by the Board of Directors of the NEHALEM BAY WASTEWATER AGENCY to hereby certify to the Assessor of Tillamook County, Oregon the following listed charges owed for sewer services provided by the Authority. These charges are to be added to the tax levy for fiscal year 2018-2019, as provided by ORS 454.225. The amount of each property owner's delinquency shall be charged only against the property owned by him as shown in the following list:

DELINQUENT AMOUNT PLUS INTEREST TO JUNE 30, 2018
DEPOSIT TO GENERAL FUND

NUMBER	DELINQUENT AMOUNT	CERTIFICATION FEE	TOTAL AMOUNT TO BE CERTIFIED
#1	\$230.14	\$50.00	\$280.14
#2	\$313.95	\$50.00	\$363.95
#3	\$191.58	\$50.00	\$241.58
#4	\$310.48	\$50.00	\$360.48
#5	\$391.62	\$50.00	\$441.62
#6	\$310.48	\$50.00	\$360.48
#7	\$107.38	\$50.00	\$157.38
#8	\$151.37	\$50.00	\$201.37
#9	\$125.13	\$50.00	\$175.13
#10	\$310.48	\$50.00	\$360.48
#11	\$310.48	\$50.00	\$360.48
#12	\$310.48	\$50.00	\$360.48
#13	\$310.48	\$50.00	\$360.48
#14	\$176.86	\$50.00	\$226.86
#15	\$310.48	\$50.00	\$360.48
#16	\$310.48	\$50.00	\$360.48
#17	\$307.41	\$50.00	\$357.41
#18	\$307.41	\$50.00	\$357.41
#19	\$355.14	\$50.00	\$405.14
#20	\$165.28	\$50.00	\$215.28
#21	\$307.41	\$50.00	\$357.41
#22	\$307.41	\$50.00	\$357.41
#23	\$125.34	\$50.00	\$175.34
#24	\$307.41	\$50.00	\$357.41
#25	\$295.28	\$50.00	\$345.28

#26	\$304.37	\$50.00	\$354.37
#27	\$304.37	\$50.00	\$354.37
#28	\$304.37	\$50.00	\$354.37
#29	\$386.30	\$50.00	\$436.30
#30	\$147.64	\$50.00	\$197.64
TOTALS	\$8,097.07	\$1,500.00	\$9,597.07

DESCRIPTIONS

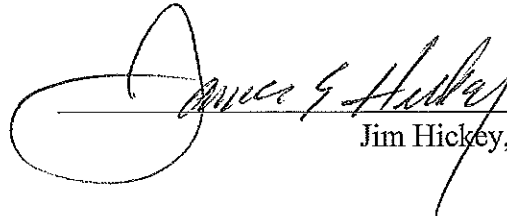
#1	KEN PAINTER PO BOX 88 WHEELER, OR 97147-0088	2N 10 2BC Tax Lot 3700 Blk - Lot -	\$227.86 (#2883)
#2	JOSIE HAYES (FARLEY) PO BOX 903 ROCKAWAY BEACH, OR 97136-0903	2N 10 2BC Tax Lot 2502 Blk - Lot -	\$310.84 (#408798)
#3	BEVERLY JOYCE ST JOHN 210 CAPES DR W TILLAMOOK OR 97141-9380	2N 10 2BD Tax Lot 1002 Blk - Lot -	\$189.68 (#411951)
#4	HELEN HILL PO BOX 3532 BAY CITY, OR 97107-3532	3N 10 20CA Tax Lot 2502 Blk - Lot -	\$307.41 (#358160)
#5	HELEN HILL PO BOX 3532 BAY CITY, OR 97107-3532	3N 10 20CA Tax Lot 2500 Blk - Lot -	\$387.74 (#111275)
#6	HELEN HILL PO BOX 3532 BAY CITY, OR 97107-3532	3N 10 20DC Tax Lot 601 Blk - Lot -	\$307.41 (#358455)
#7	RICHARD & SHARON MARSH 9365 DEWOLF RD NEHALEM, OR 97131	3N 10 20DC Tax Lot 1409 Blk - Lot -	\$106.32 (#399276)
#8	BRIEN BUBLITZ/KIMBERLY KOCH PO BOX 104 MANZANITA, OR 97130-0104	3N 10 23CB Tax Lot 1200 Blk - Lot -	\$149.87 (#55987)

#9	SETERUS BANK PO BOX 54420 LOS ANGELES, CA 90054-0420	3N 10 24CB Tax Lot 1600 Blk - Lot -	\$123.89 (#89200)
#10	LARRY DEAN OLANDER PO BOX 571 EAGLE CREEK OR 97022-0571	3N 10 24CB Tax Lot 1700 Blk - Lot -	\$307.41 (#88666)
#11	JOHN SCOTT CAMERON (HANKE) 1010 WILLOW LANE POCATELLO , ID 83201-3648	3N 10 27BD Tax Lot 2200 Blk - Lot -	\$307.41 (#58350)
#12	DAVE MIOTTEL 2146 SUMMIT DR LAKE OSWEGO, OR 97034-3626	3N 10 27BD Tax Lot 2121 Blk 3 Lot 10	\$307.41 (#58314)
#13	MICHAEL O'QUINN 24450 FOSS ROAD NEHALEM, OR 97131-9338	3N 10 27CA Tax Lot 2401 Blk - Lot -	\$307.41 (#8315)
#14	DONALD & TANYA TANENBAUM 35695 8TH ST NEHALEM, OR 97131-9691	3N 10 27CA Tax Lot 8200 Blk - Lot -	\$175.11 (#11310)
#15	REBECCA KEELER 27305 ELK TRAIL DR NEHALEM, OR 97131-9243	3N 10 27CD Tax Lot 900 Blk - Lot -	\$307.41 (#59279)
#16	TILLAMOOK COUNTY 201 LAUREL TILLAMOOK OR 97141-2311	3N 10 27CD Tax Lot 1000 Blk - Lot -	\$307.41 (#59297)
#17	MARK STINNETT 36450 PACIFIC PALISAIDES PL NEHALEM, OR 97131-9665	3N 10 28B Tax Lot 1102 Blk - Lot -	\$304.37 (#393168)

#18	RUSSELL & BRIGID BOWEN 35571 SCHOONER WAY NEHALEM, OR 97131-9643	3N 10 28CA Tax Lot 3300 Blk - Lot 17	\$304.37 (#63004)
#19	DIANE REED 4192 HWY 101 N TILLAMOOK, OR 97141-7770	3N 10 28CC Tax Lot 6600 Blk - Lot -	\$351.62 (#63004)
#20	BRIAN DUEBER 550 VINE MAPLE COURT CANNON BEACH, OR 97110	3N 10 28DB Tax Lot 1201 Blk - Lot -	163.64 (#414924)
#21	DARRELL HAYNES/MARIE SMITH 35400 BAYSIDE GARDENS ROAD NEHALEM, OR 97131-9706	3N 10 28DB Tax Lot 1500 Blk - Lot -	\$304.37 (#65976)
#22	ROGER CROSTA PO BOX 204 MANZANITA, OR 97130-0204	3N 10 28DD Tax Lot 1100 Blk - Lot -	\$304.37 (#397176)
#23	JENNIFER HAUSEMAN 1321 UPLAND DR #5608 HOUSTON , TX 77043-4718	3N 10 29AA Tax Lot 1403 Blk - Lot -	\$124.10 (#361771)
#24	ELLEN HARRISON TRUST C/O GREG CAMPBELL PO BOX 52 TRES PIEDRES, NM 87577-0052	3N 10 29AB Tax Lot 4301 Blk 35 Lot 6	\$304.37 (#92740)
#25	KEITH FOREST 5811 NE 59TH SEATTLE, WA 98105-2023	3N 10 29CA Tax Lot 3100 Blk - Lot -	\$292.36 (#98637)
#26	FEDERAL NATIONAL MORTGAGE PO BOX 650043 DALLAS, TX 75265-0043	3N 10 32AB Tax Lot 90002 Blk - Lot -	\$301.36 (#409558)


#27	JOSEF LEBOLD PO BOX 675 MANZANITA, OR 97130-0675	3N 10 32BA Tax Lot 5300 Blk 15 Lot 18	\$301.36 (#58145)
#28	MICHAEL ECKSTEIN PO BOX 763 SANDY, OR 97055-0763	3N 10 33AB Tax Lot 1700 Blk - Lot 16	\$301.36 (#390318)
#29	JUDITH OSBORNE ESTATE PO BOX 998 LEAVENWORTH, WA 98826-0998	3N 10 33BA Tax Lot 1505 Blk - Lot -	\$382.48 (#398949)
#30	DOUGLAS MARTIN PO BOX 6631 ALOHA, OR 97007-6631	3N 10 33BA Tax Lot 405 Blk - Lot -	\$146.18 (#391374)

PASSED by the Board of Directors this 20th day of June, 2018



 Jim Hickey, Chairman

ATTEST:



 Bruce Halverson, Manager

Note: The numbers in the parenthesis are the Tillamook County Tax Assessor Account numbers

RESOLUTION 2018-06

ADOPTION OF 2018-2019 BUDGET

WHEREAS, the 2018-2019 budget was prepared by the Budget Officer and presented to the Nehalem Bay Wastewater Agency (NBWA) Budget Committee at their May 2, 2018 meeting; and

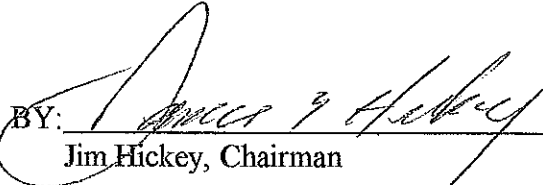
WHEREAS, the NBWA Budget Committee moved, seconded and approved the 2018-2019 Budget by a voice vote at their meeting; and

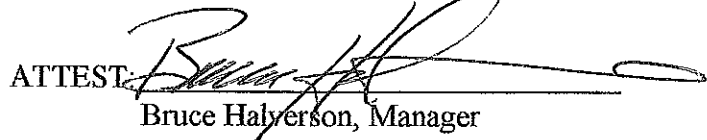
WHEREAS, since that time, only lawful changes have been made to that approved budget by the Budget Officer.

BE IT THEREFORE RESOLVED, that the Board of Directors of the NBWA hereby adopts the 2018-2019 budget approved by the Budget Committee in the aggregate amount of \$6,247,564.

BE IT FINALLY RESOLVED, that the NBWA Budget Officer be directed to file a copy of the approved budget, including this Resolution, with Tillamook County Clerk and Tillamook County Assessor on or before July 15, 2018.

ADOPTED by the Board of Directors of the Nehalem Bay Wastewater Agency, at their regularly scheduled meeting, this 20th day of June, 2018.

BY: 
Jim Hickey, Chairman

ATTEST: 
Bruce Halverson, Manager

RESOLUTION 2018-07

APPROPRIATION OF FUNDS OF THE 2018-2019 BUDGET

WHEREAS, the 2018-2019 budget was adopted by the Nehalem Bay Wastewater Agency (NBWA) Board of Directors by their passage of Resolution 2018-06; and

WHEREAS, appropriations for the fiscal year beginning July 1, 2018 must be made to individual fund accounts.

BE IT THEREFORE RESOLVED, that the categories shown below are hereby appropriated as follows:

GENERAL FUND

Personal Services	\$ 690,433	
Materials & Services	786,774	
Capital Outlay/Special Reserve	3,500	
Fund Transfers	524,876	
Contingencies	<u>333,155</u>	
		\$2,338,738

BOND FUND

Debt Service	<u>\$ 00,000</u>	
		\$ 00,000

SYSTEM DEVELOPMENT FUND

Capital Outlay	<u>\$265,000</u>	
		\$ 265,000

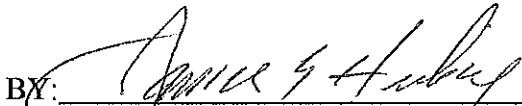
EQUIPMENT RESERVE FUND

Capital Outlay	<u>\$ 29,000</u>	
		\$ 29,000

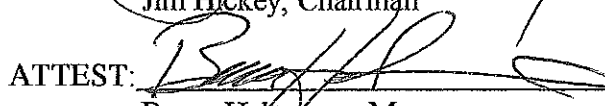
TOTAL APPROPRIATION		\$ 2,632,738
TOTAL NONAPPROPRIATED		\$ 3,614,826
TOTAL BUDGET		\$ 6,247,564

BE IT FINALLY RESOLVED, that the NBWA Budget Officer be directed to file a copy of the approved budget, including this Resolution, with the Tillamook County Clerk and Tillamook County Assessor on or before July 15, 2018.

ADOPTED by the Board of Directors of the Nehalem Bay Wastewater Agency, at their regularly scheduled meeting, this 20th day of June, 2018.

BY: 

Jim Hickey, Chairman

ATTEST: 

Bruce Halverson, Manager

RESOLUTION 2018-08

IMPOSING & LEVYING TAXES FOR THE 2018-2019 BUDGET

WHEREAS, the 2018-2019 budget was adopted by the Nehalem Bay Wastewater Agency (NBWA) Board of Directors by their passage of Resolution 2018-06; and

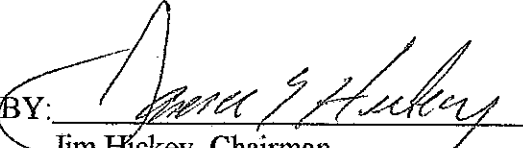
WHEREAS, taxes for the fiscal year beginning July 1, 2018 must be levied.

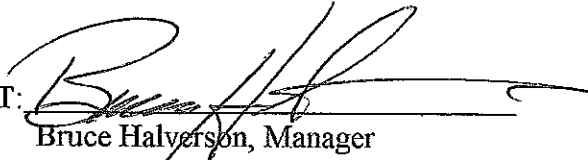
BE IT THEREFORE RESOLVED, that the Board of Directors of the NBWA hereby imposes the taxes provided for in the 2018-2019 budget at the rate of \$0.4088 per \$1000 of assessed value for general operations and that these taxes are hereby levied on the assessed value of all taxable property within the NBWA as of one (1) a.m., July 1, 2018

General Operating Levy \$ 0.4088/1000

BE IT FINALLY RESOLVED, that the NBWA Budget Officer be directed to file a copy of the approved budget, including this Resolution, with the Tillamook County Clerk and Tillamook County Assessor on or before July 15, 2018.

ADOPTED by the Board of Directors of the Nehalem Bay Wastewater Agency, at their regularly scheduled meeting, this 20th day of June, 2018.

BY: 
Jim Hickey, Chairman

ATTEST: 
Bruce Halverson, Manager

RESOLUTION 2018-09

IMPOSING & CATEGORIZING TAXES FOR THE 2018-2019 BUDGET

WHEREAS, the 2018-2019 budget was adopted by the Nehalem Bay Wastewater Agency (NBWA) Board of Directors by their passage of Resolution 2018-06; and

WHEREAS, taxes for the fiscal year beginning July 1, 2018 must be categorized.

BE IT THEREFORE RESOLVED, that the Board of Directors of the NBWA hereby categorize the taxes provided for in the 2018-2019 budget as follows:

GENERAL GOVERNMENT

General Operating Levy \$ 0.4088/1000

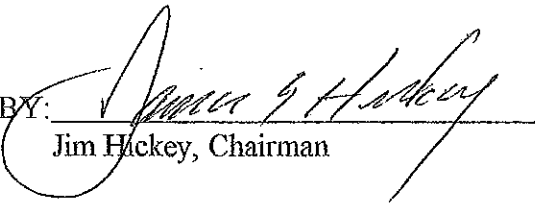
NON-LIMITED

Delinquent User Fees \$ 9,597.07
(Certified to Assessor
for Collection with
Property Taxes)

BE IT FINALLY RESOLVED, that the NBWA Budget Officer be directed to file a copy of the approved budget, including this Resolution, with the Tillamook County Clerk and Tillamook County Assessor on or before July 15, 2018.

ADOPTED by the Board of Directors of the Nehalem Bay Wastewater Agency, at their regularly scheduled meeting, this 20th day of June, 2018.

BY:


Jim Hickey, Chairman

ATTEST:


Bruce Halverson, Manager

Notice of Property Tax and Certification of Intent to impose a Tax, Fee, Assessment, or Charge on Property

FORM LB-50 2018-2019

To assessor of Tillamook County

Check here if this is an amended form.

• Be sure to read instructions in the current Notice of Property Tax Levy Forms and Instructions booklet.

The NehalemBayWastewater has the responsibility and authority to place the following property tax, fee, charge, or assessment
District name

on the tax roll of Tillamook County. The property tax, fee, charge, or assessment is categorized as stated by this form.
County name

<u>PO Box 219</u> <small>Mailing address of district</small>	<u>Nehalem</u> <small>City</small>	<u>OR</u> <small>State</small>	<u>97131</u> <small>ZIP code</small>	<u>06/20/2018</u> <small>Date submitted</small>
<u>Bruce Halverson</u> <small>Contact person</small>	<u>Manager</u> <small>Title</small>	<u>503-368-5125</u> <small>Daytime telephone number</small>	<u>nbwa2@nehalem.tel.net</u> <small>Contact person e-mail address</small>	

CERTIFICATION—You must check one box if you are subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TAXES TO BE IMPOSED

	Subject to General Government Limits		
	Rate —or— Dollar Amount		
1. Rate per \$1,000 or total dollar amount levied (within permanent rate limit) ... 1	0.4088		
2. Local option operating tax 2	0		Excluded from Measure 5 Limits
3. Local option capital project tax 3	0		
4. City of Portland Levy for pension and disability obligations 4	0		Dollar Amount of Bond Levy
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001 5a			0.00
5b. Levy for bonded indebtedness from bonds approved by voters after October 6, 2001 5b			0.00
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b) 5c			0.00

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000 6	0.4088
7. Election date when your new district received voter approval for your permanent rate limit 7	
8. Estimated permanent rate limit for newly merged/consolidated district 8	

PART III: SCHEDULE OF LOCAL OPTION TAXES— Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount —or— rate authorized per year by voters

PART IV: SPECIAL ASSESSMENTS, FEES, AND CHARGES

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1 Non-Ad-Valorem Taxes		\$9,597.07
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.
The authority for putting these assessments on the roll is ORS 454.225. (Must be completed if you have an entry in Part IV.)

Worksheet for Allocating Bond Taxes

Debt service requirements for bonds approved **prior to October 6, 2001** (including advanced refunding issues to redeem them):

	Principal	Interest	Total
Bond Issue 1			
Bond Issue 2			
Bond Issue 3			
Total A			

Debt service requirements for bonds approved **on or after October 6, 2001**:

	Principal	Interest	Total
Bond Issue 1			
Bond Issue 2			
Bond Issue 3			
Total B			
Total Bond (A + B)			

Total Bonds

$$\frac{\text{Total A} = \$\underline{\hspace{2cm}}}{\text{Total A + B} = \$\underline{\hspace{2cm}}} = \underline{\hspace{2cm}}\% \text{ Allocation \%} \times \text{Bond Levy} = \$\underline{\hspace{2cm}} \text{ (enter on line 5a on the front)}$$

$$\frac{\text{Total B} = \$\underline{\hspace{2cm}}}{\text{Total A + B} = \$\underline{\hspace{2cm}}} = \underline{\hspace{2cm}}\% \text{ Allocation \%} \times \text{Bond Levy} = \$\underline{\hspace{2cm}} \text{ (enter on line 5b on the front)}$$

Total Bond Levy \$ (enter on line 5c on the front)

Example – Total Bond Levy = \$5,000

Debt service requirements for bonds approved **prior to October 6, 2001** (including advanced refunding issues to redeem them):

	Principal	Interest	Total
Bond A: Bond Issue 1	5,000.00	500.00	5,500.00
Bond Issue 2	3,000.00	250.00	3,250.00
Bond Issue 3	1,000.00	100.00	1,100.00
Total A			9,850.00

Debt service requirements for bonds approved **on or after October 6, 2001**:

	Principal	Interest	Total
Bond B: Bond Issue 1	3,000.00	50.00	3,050.00
Total B			3,050.00
Total Bond (A + B)			\$12,900.00

Formula for determining the division of tax:

$$\frac{\text{Total A} = \$\underline{9,850.00}}{\text{Total A + B} = \$\underline{12,900.00}} = \underline{0.7636}\% \text{ Allocation \%} \times \text{Bond Levy} = \$\underline{3,818.00} \text{ (enter on line 5a on the front)}$$

$$\frac{\text{Total B} = \$\underline{3,050.00}}{\text{Total A + B} = \$\underline{12,900.00}} = \underline{0.2364}\% \text{ Allocation \%} \times \text{Bond Levy} = \$\underline{1,182.00} \text{ (enter on line 5b on the front)}$$

Total Bond Levy \$ 5,000.00 (enter on line 5c on the front)

County Of Clatsop } ss.

Affidavit of PUBLICATION

I, Danielle Fisher, being duly sworn, depose and say that I am the principal clerk of the manager of the DAILY ASTORIAN, a newspaper of general circulation, as defined by section ORS 193.010 and 193.020 Oregon Compiled Laws, Annotated, printed and published daily at Astoria in the aforesaid county and state; the Legal Notice: AB6705 Budget Committee Meeting a printed copy of which is hereto attached, was published in the entire issue of said newspaper one successive and consecutive time(s) in the following issues: April 11th and 25th, 2018.

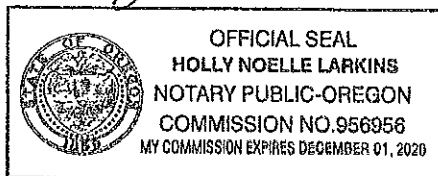
Danielle Fisher (handwritten signature)

Signed and attested before me on the 26th day of April, 2018

by:

Kelly Hickey (handwritten signature)

AB6705 NOTICE OF BUDGET COMMITTEE MEETING
A public meeting of the Nehalem Bay Wastewater Agency Budget Committee, Tillamook County, State of Oregon, to discuss the budget for the fiscal year July 1, 2018 to June 30, 2019 will be held at the Conference Room of the Administration Building in Nehalem, Oregon. The meeting will take place on the 2nd day of May, 2018 at 7:00 p.m. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after May 2, 2018 at the Administration Office in Nehalem during normal business hours (35755-7th Street: Monday-Friday, 8:00am-4:00pm). This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.
County of Record: Tillamook
Notice Published In: The Daily Astorian
Notice Posted At: Manzanita, Nehalem, Wheeler
Date Notice Prepared: April 11, 2018
NBWA Board Chair: Jim Hickey
NBWA Budget Officer: Bruce Halverson, Manager
Published: April 11th and 25th, 2018.



Notary Public for the State of Oregon, Residing at Astoria, Oregon, Clatsop County.

State Of Oregon
 County Of Clatsop } ss.

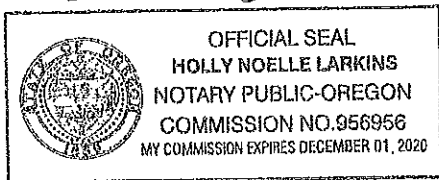
Affidavit of
 PUBLICATION

I, **Danielle Fisher**, being duly sworn, depose and say that I am the principal clerk of the manager of the **DAILY ASTORIAN**, a newspaper of general circulation, as defined by section ORS 193.010 and 193.020 Oregon Compiled Laws, Annotated, printed and published daily at Astoria in the aforesaid county and state; the Legal Notice: **AB6834 Notice of Budget Hearing** a printed copy of which is hereto attached, was published in the entire issue of said newspaper one successive and consecutive time(s) in the following issues: **June 13th, 2018**.

Danielle Fisher

Signed and attested before me on the **19th** day of **June, 2018** by:

Holly Noelle Larkins



Notary Public for the State of Oregon, Residing at Astoria, Oregon, Clatsop County.

FORM LB-1 NOTICE OF BUDGET HEARING
 A public meeting of the Board of Directors will be held on June 20, 2018 at 7:00 p.m. at 35755 Seventh Street, Nehalem, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2018 as approved by the Nehalem Bay Wastewater Agency Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 35755 Seventh Street, Nehalem, Oregon between the hours of 7:30 am and 4:00 pm. The budget is for an annual budget period. This budget was prepared on the basis of accounting that is the same as the preceding year. If different, the major changes and their effect on the budget, are explained below.

Contact: **Bruce Halverson, Manager** Telephone number: **503-368-5125** Email: **nbwa2@nehalemtnet.net**

FINANCIAL SUMMARY - RESOURCES			
TOTAL ALL FUNDS	Actual Amounts 2016-2017	Adopted Budget 2017-2018	Approved Budget 2018-2019
1-Beginning Fund Balance/Net Working Capital	\$5,841,457	\$3,050,000	\$3,800,000
2-Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	\$1,189,095	\$1,156,438	\$1,358,374
3-Federal, State & all other Grants, Allocations & Donations	\$0	\$0	\$122,174
4-Revenue from Bonds & Other Debt	\$0	\$0	\$0
5-Interfund Transfers/Internal Service Reimbursements	\$499,089	\$510,900	\$524,876
6-All Other Resources Except Property Taxes	\$68,200	\$46,500	\$55,000
7-Property Taxes Estimate to be Received	\$361,982	\$375,864	\$387,140
8-Total Resources - add lines 1 through 7	\$7,959,823	\$5,139,702	\$6,247,564

FINANCIAL SUMMARY-REQUIREMENTS BY OBJECT CLASSIFICATION			
9-Personnel Services	\$605,842	\$658,123	\$690,433
10-Materials and Services	\$384,677	\$514,500	\$786,774
11-Capital Outlay	\$1,992,319	\$408,000	\$294,000
12-Debt Service	\$0	\$0	\$0
13-Interfund Transfers	\$499,089	\$510,900	\$524,876
14-Contingencies	\$0	\$356,929	\$333,155
15-Special Payments	\$191	\$3,500	\$3,500
16-Unappropriated Ending Balance & Reserved Future Expenditures	\$4,477,705	\$2,687,750	\$3,614,826
17-Total Tax Requirements - add lines 9 through 16	\$7,959,823	\$5,139,702	\$6,247,564

FINANCIAL SUMMARY-REQUIREMENTS & FULL TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM			
Name of Organizational Unit or Program			
FTE for Unit or Program			
Name: Wastewater Collection and Treatment	\$7,959,823	\$5,139,702	\$6,247,564
FTE	7	7	7
Total Requirements	\$7,959,823	\$5,139,702	\$6,247,564
Total FTE	7	7	7

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING			

PROPERTY TAX LEVIES			
	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Imposed
Permanent Rate Levy... (Rate Limit 0.4088 Per \$1000)	0.4088	0.4088	0.4088
Local Option Levy	0	0	0
Levy for General Obligations Bonds	0	0	0

STATE OF INDEBTEDNESS			
	Estimated Debt Outstanding on July 1	Estimated Debt Authorized but not Incurred on July 1	
Long Term Debt			
General Obligation Bonds	0		0
Other Bonds	0		0
Other Borrowing	0		0
Total	0		0

2018-2019
BUDGET SCHEDULE

February 21, 2018	Appoint Budget Officer
April 11, 2018	Publish notice of Budget Committee Meeting in the Daily Astorian or an adjudicated publication
April 25, 2018	Publish second notice of Budget Committee Meeting in the Daily Astorian or an adjudicated publication
May 2, 2018	Budget Committee Meeting, 7:00 p.m. (Budget Committee Approves Proposed Budget)
June 13, 2018	Publish Notice of Hearing and Budget Summary in the Daily Astorian or an adjudicated publication
June 20, 2018	Budget Hearing 7:00 p.m. (As part of the Regular Board Meeting)
June 20, 2018	Board of Directors Adopts the Budget after adopting the Resolution for Lien Certification and the closing of the hearing
July 15, 2018	Submit Final Budget to Tillamook County Clerk (1), Assessor (2), Treasurer (1)

The notices for the Daily Astorian or an adjudicated publication are mailed no later than the Wednesday before the publication date.

Budget Committee Members are requested to attend the Budget Committee Meeting. It is not required for the Budget Committee Members to attend the Budget Hearing.



NEHALEM BAY WASTEWATER AGENCY
PO BOX 219
NEHALEM OR 97131
503-368-5125