

ROGUE VALLEY SEWER SERVICES

Regular Meeting of the Board of Directors

138 West Vilas Road

Central Point, OR 97502

August 20, 2025

Noon

PRELIMINARY AGENDA

I. CONSENT AGENDA

- a. Minutes of the Regular Meeting of July 16, 2025.

Action: Review/Approval

II. RESOLUTION 25-27: TRANSFER OF APPROPRIATIONS IN FY2025 BUDGET

Action: Review/Approval

III. RESOLUTION 25-28: STREAMLINE CONTRACT (ADA COMPLIANCE)

Action: Review/Approval

IV. FINANCIAL UPDATE

- a. 4TH Quarter Financials

Action: Information/Discussion

V. PROJECT UPDATE

- a. Updates

Action: Information/Discussion

VI. O&M UPDATES

- a. Collection System
- b. Treatment Plants
- c. Lagoons
- d. Staff & Training

Action: Information/Discussion

VII. MANAGER'S REPORT

- a. Mike Parsons
- b. SDC Methodology
- c. Update on Gold Hill Transition
- d. Gold Hill Intertie Project Update
- e. Solar Power Projects

Action: Information/Discussion

VIII. CLAIMS LISTING

- a. Approval of August Claims Listing

Action: Review/Approval

ADJOURNMENT

Notice of Availability of Proposed Ordinances and Resolutions – Copies of Proposed Ordinances and Resolutions are available at the RVS Office upon request.

*This agenda item is provided by the Board of Directors for questions or statements by persons in the audience on any item of business regarding Rogue Valley Sewer Services. Persons wishing to speak are requested to announce their names and residence addresses prior to giving statements. Those wishing to speak on public hearing items should wait for the hearing.

The Mission of Rogue Valley Sewer Services (RVSS) is to:

- “Manage, maintain, and improve storm and wastewater systems to protect and preserve public health, quality of life, and economic vitality in our community.

**REGULAR MEETING OF THE BOARD OF DIRECTORS
ROGUE VALLEY SEWER SERVICES
July 16, 2025**

TIME AND PLACE OF MEETING

The regular meeting of the Board of Directors of the Rogue Valley Sewer Services, Jackson County, Oregon, was held on July 16, 2025, at noon.

PLEDGE OF ALLEGIANCE

PRESENT

Kay Harrison, Chair; Roger Thom, Director; John Quinn, Director; John Edwards, Director

Absent: Michael Parsons, Vice-Chair

ALSO PRESENT

Carl Tappert, Manager; Joan Pariani, Executive Secretary; TJ Weber, Operations Manager; Carole Balzer, IT Manager/Deputy Manager; Francie Guerra, Staff Liaison

Absent: Brenda Baldovino, Finance Director; Nick Bakke, District Engineer

RESOLUTION 25-26: APPOINTING THE BOARD OF DIRECTORS CHAIR AND OTHER POSITIONS

This resolution is updated every two years to coincide with the election.

John Edwards motioned, and Roger Quinn seconded the approval of Resolution 25-26. The resolution appoints Kay Harrison as Chair and Mike Parsons as Vice Chair. Regional representatives are Roger Thom and Kay Harrison, with Mike Parsons and John Edwards as alternates. Additionally, John Quinn was appointed as the representative for the Council of Governments, with John Edwards serving as the alternate. The motion was carried with a unanimous vote of all board members.

CONSENT AGENDA

John Quinn motioned, and John Edwards seconded approval of the consent agenda consisting of minutes of the June 18, 2025, regular Board Meeting and the minutes from the Emergency Board meeting on June 25, 2025. The motion was carried with a unanimous vote of all Board members.

RESOLUTION 25-24: AWARD OF BID FOR FY2026 CIPP PROJECT J367

Rvss received two bids on this project. Iron Horse is the apparent low bidder. RVSS has worked with them before. Staff recommends awarding this contract to Iron Horse.

John Edwards motioned, and John Quinn seconded the approval of Resolution 25-24. The motion was carried by a unanimous vote of all Board members.

RESOLUTION 25-25: USDA LOAN RESOLUTION

In order to apply for funding through the USDA, this resolution must be passed. Expected financing is 6.8 million.

John Quinn motioned, and John Edwards seconded the approval of Resolution 25-25. The motion was carried with a unanimous vote of all Board members.

PROJECT UPDATES

In Nick's absence, Carl presented the Project updates. The report is attached.

O&M UPDATES

TJ updated the Board on what's happening in the Maintenance Department. The report is attached.

MANAGER'S REPORT

The transition of the loan for Gold Hill is expected to be completed by the end of the week.

To obtain the USDA loan, Carl must sponsor a public meeting. This will take place in Gold Hill on July 30th.

The contracts for the solar projects were not received in time for this Board meeting. These will be presented at the August Board meeting.

RVSS received an amends letter from a resident. The writer of the letter confessed to having pulled up staking on a project along Bear Creek some 40 years ago. He wanted to make things right. Along with the letter, a \$1,000 check was sent. John Quinn recommended that a Resolution be created to thank this gentleman for his honesty. It was also recommended to just send him a thank you note.

Carl presented the Board with his performance goals. The Board was pleased with Carl's goals for the upcoming year.

CLAIMS LISTING

John Quinn motioned, and Roger Thom seconded to approve the July Claims Listing for \$1,345,827.95. The motion was carried with a unanimous vote of all Board members.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:46 p.m.

ROGUE VALLEY SEWER SERVICES

Kay Harrison, Chair
Board of Directors

Joan Pariani, Executive Secretary



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

07/10/2025

To: RVSS Board of Directors
From: Nick Bakke, District Engineer

Capital Project Updates

G012, Gold Hill Regional Connection, GH:

This project will replace the existing Gold Hill Treatment plan with two new pump stations to convey all sewer flows within the city to the regional collection system and treatment plant. The administrative process for this project has been ongoing for multiple years. This report will cover the engineering and construction portions of the project. We've obtained a consultant (Tetra Tech, Inc.) to complete the engineering for this project and the project will be funded by state and federal funding sources.

- **Status:** Design
- **Updates:** We are working with the consultant and ODOT to finalize the add-work agreement for the ODOT bridge crossing.

J084, Antelope Road Rehab, WC:

This is a large project and has been on the capital improvement plan for multiple years. The existing pipeline was constructed during the Camp White era in the 1940's and consists of concrete pipe ranging in size from 24" to 15" in diameter. This project has been re-bid with an overall scope of $\pm 7,000$ feet of 24" and 30" sewer main, associated manholes and lateral connections.

- **Status:** Construction.
- **Updates:** The final project punch list item is manhole testing along Pac Ave.

J177, Shady Cove PS #3 Rehab, Shady Cove

This pump station was rehabbed in 2001 with 13 HP Pumps, valves, and controls. Unfortunately, the station valves were installed inside the existing wet well. The valves are badly corroded and not operable. The pump station will be brought up to RVSS standard with a new integrated fiberglass wetwell/valve vault, Flygt submersible pumps, variable frequency drives, valves, and an electromagnetic flow meter. Design and construction of this station will be quite challenging due to the tight quarters of the existing pump station.

- **Status:** Design

J353 Echo Way PS Rehab, Eagle Point

This pump station was installed in 2005 with 5 HP Myers Pumps in a low lying area subject to substantial infiltration and periodic water inundation. The pump station will be brought up to RVSS standard with a new integrated fiberglass wetwell/valve vault, Flygt submersible pumps, variable frequency drives, valves, and an electromagnetic flow meter. Construction is planned for next year.

- **Status:** Design

J362 4th St Gold Hill RR Crossing Abandonment, GH

This project will install approximately 1,600' of 8 inch sewer along 4th Street in Gold Hill. The new sewer main will replace and re-grade the existing sewer system in order to abandon two of the four existing sewer mains which cross the railroad tracks. The existing 6" crossings are on the special cleaning list, sub-standard, and would be cost and administratively prohibitive to replace. There two existing crossings to remain will be rehabbed with CIPP liner. This project will be under construction this fall or early next spring.

- **Status:** Design
- **Updates:** Private property access will be required at multiple locations for this project. We've begun coordination and information gathering at each location and are beginning the permitting process for the relocation of 4 sewer services.

J367, FY 2026 CIPP Projects, JV

This project will utilize Cured in Place Pipe technology to line approximately 3,700 LF existing 8" and 12" sewer in Jacksonville and Gold Hill. CIPP technology will be utilized as an alternative to traditional trenching or pipe realignment where pipes are under existing structures or in high traffic roadways requiring long term traffic control. CIPP is also typically more economical than traditional dig and replace methods.

- **Status:** Project Bid and Award.

Q015, Glenwood Stormwater Facility, PX:

We've been working with ODOT to design and construct a regional stormwater facility on Jackson County property in conjunction with the Hwy 99 (J309) improvements. This facility will provide the required stormwater management for highway improvements as well as the entire ±170 acre drainage basin. We anticipate that ODOT will construct the facility and RVSS will contribute funding and provide operation and maintenance of the facility over time.

- **Status:** Construction

C013, UV Disinfection, Shady Cove:

This project will upgrade the SC Treatment plant with a new UV Disinfection system.

- **Status:** Construction
- **Updates:** The contractor has installed most of the new concrete channels which will house the new UV system, underground conduit, and plumbing within the old chlorine contact chamber. June Payment – See June Claims Report



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

July 09, 2025

To: RVSS Board of Directors

From: TJ Weber, Operations Manager

RE: Operations and Maintenance Report

Collection System:

Flushing:

-In June, 11.9 miles of pipes cleaned.

TV Inspection:

-In June, 15.3 miles of pipes video inspected.

Pump Stations

-New controls and VFD drives installed at Phoenix pump station.

Treatment Plants:

Shady Cove Treatment Plant:

-Nothing to report.

Gold Hill Treatment Plant:

-Nothing to report

Lagoon:

-May total Septic, FOG, and PPW received 343,555 gallons.

-Fog 41,340

-PPW 48,675

-Septic 247,040

Staff and Training:

- Completed a 3-day HAZWOPER training course focused on spill response, material identification, and hazard recognition.

ROGUE VALLEY SEWER SERVICES
JACKSON COUNTY, OREGON
RESOLUTION NO. 25-27
TRANSFER OF APPROPRIATIONS IN FY2025 BUDGET

WHEREAS, each year, money is budgeted as a contingency for unexpected expenditures.

WHEREAS, this year we will need to use this contingency for an unexpected increase in the transfers to Transfers.

NOW, THEREFORE, BE IT RESOLVED

That the Board of Directors for Rogue Valley Sewer Services, Jackson County, Oregon, determines that it is in the best interest of RVSS to transfer \$18,000 in appropriations within the current 2024-2025 fiscal year from Contingency to the accounts listed below. Per ORS 294.450(1); and,

NOW, THEREFORE, IT IS HEREBY ORDERED

That appropriations of \$5,000 be transferred from Dunn Pump Station O&M Fund Contingency as follows:

Dunn Pump Station O&M Fund (06)	Matls & Services	\$ 2,000
	Transfers	\$ 3,000

That appropriations of \$13,000 be transferred from Gold Hill Treatment Fund Contingency as follows:

Gold Hill Treatment Fund (60)	Matls & Services	\$ 13,000
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ADOPTED at the Regular Meeting of the Board of Directors of Rogue Valley Sewer Services this 20th day of August 2025.

ROGUE VALLEY SEWER SERVICES

COUNTERSIGNED:

Kay Harrison, Chair
Board of Directors

Carl Tappert, Manager

**ROGUE VALLEY SEWER SERVICES
JACKSON COUNTY, OREGON**

RESOLUTION NO. 25-28

**To contract with Streamline to help RVSS develop and maintain an ADA
compliant web site.**

WHEREAS, the federal Americans with Disabilities Act website accessibility rule mandates that government websites and digital content meet the international Web Content Accessibility Guidelines 2.1 Level AA standards;

WHEREAS, the deadline for governmental agencies in the state of Oregon to comply with the new federal ADA website accessibility rule is April 24, 2026; and

WHEREAS, the current web host does not adequately provide the assistance needed to ensure the RVSS website meets the ADA requirements; and

WHEREAS, the Special Districts Association of Oregon has partnered with Streamline to assist members with website creation and management; and,

WHEREAS, Streamline has offered to create a compliant website at a one-time fee of \$1,500;

WHEREAS, Streamline has quoted an annual rate of \$8,820 to provide the services to create and manage the RVSS website in compliance with ADA requirements.

NOW, THEREFORE, BE IT RESOLVED that Rogue Valley Sewer Services will contract with Streamline to create an ADA compliant website and to manage and assist staff in maintaining website compliance.

ADOPTED by the Board of Directors of Rogue Valley Sewer Services at its Regular Meeting held August 20, 2025.

ROGUE VALLEY SEWER SERVICES

Kay Harrison, Chair
Board of Directors

COUNTERSIGNED:

Carl Tappert, Manager



Pricing Plans for Rogue Valley Sewer District

SDAO special packages and pricing.

Paid annually for a \$20/mo discount

Feature Overview ▼ Download PDF

Compliance
Essentials

~~350~~
244/mo

Community
Professional

~~500~~
350/mo

Operations
Professional

~~1050~~
735/mo

Streamline
Enterprise™

~~Custom~~
30% off

Government Website Content Management System ▼

A state-of-the-art, easy-to-use platform designed specifically for the needs of local government. Includes image library, videos w/closed captions, and unlimited file storage.



Content Management System ▼

Manage pages, menus, navigation, and organize information publicly.

Included

Included

Included

Included

Domain Concierge and .gov Registration Support ▼

Assistance getting your own domain and renewing each year. We can help provide guidance getting a free and permanent .gov domain for added security and credibility. Receive assistance acquiring and renewing your own domain annually.

Included

Included

Included

Included

DNS Management ▼

Assistance with the "Domain Name Service" that routes essential services like web traffic and email on your domain to the correct services.

Included

Included

Included

Included

Image Library w/Gallery ▼

Organize, tag, store, caption, and add alt tags automatically using AI.

Included

Included

Included

Included

Video w/Closed Captions ▼











Upload your own or use your favorite providers like YouTube, Vimeo, and live video streaming services. Automatically enable closed captions on embedded video services for users with disabilities.



Included












Included











Included

Included

Unlimited File Storage  Store as many board meeting and governance documents as you'd like on the Streamline platform.	Included	Included	Included	Included
 Time-Saving Tools for Sewer Districts  Display a site-wide emergency alert, benefit from predictive search including PDFs, and add meetings with attached materials to your Streamline site in seconds.	✓	✓	✓	✓
Sitewide Emergency Notification Tool  Display an alert that can redirect to any page, be dismissed, and works on mobile.	Included	Included	Included	Included
Sitewide Search, Including PDF files  Benefit from error-tolerant, predictive search including inside file attachments.	Included	Included	Included	Included
Meetings Assistant  Add meetings, attach necessary materials, and post to your Streamline site in seconds.	Included	Included	Included	Included
 Unlimited Support and Continuing Education  Utilize unlimited staff training, attend quarterly webinars on topics from cybersecurity to ADA compliance, and receive expert support for domain management and .gov registration.	✓	✓	✓	✓
Training & Support  Utilize unlimited training as needed for your staff.	Included	Included	Included	Included
Webinars and CEUs  Quarterly trainings led by Streamline on a wide range of topics from Cybersecurity to ADA compliance, communication, social media strategies, and more.	Included	Included	Included	Included

 Oregon Regulatory Compliance ▾ Get and stay compliant with posting requirements in Oregon.	✓	✓	✓	✓
OR Compliance Checklist ▾ Monitor your district's compliance with a comprehensive checklist of all laws affecting districts like you in your state, in a sleek dashboard. Even has templates that you can start with for some items. Made in partnership with the Special District Leadership Foundation, the National Special District Association, and experts in each state. Watch Video	Included	Included	Included	Included
 ADA Compliance ▾ Rest assured that you will be compliant with WCAG 2.1 AA standards, new DOJ requirements, and safe from ADA lawsuits while providing all of your users, regardless of a disability, a positive experience on your site.	✓	✓	✓	✓
PDF Accessibility Scanning ▾ Make all your PDF accessible with built-in scanning using the CommonLook scanner, which tests to the new WCAG 2.1 AA standards required by the DOJ and ADA.	Included	Included	Included	Included
PDF Remediation ›	\$7/page	\$7/page	\$7/page	\$7/page
ADA Monthly Scanning ▾ Maintain compliance, worry-free, with automatic testing of your entire site for ADA issues each month.	Included	Included	Included	Included
ADA Manual Testing ▾ Benefit from manual testing by real users with disabilities, performed by LevelAccess, the leader in website accessibility testing. Provides a third party report of platform compliance which can be extremely helpful evidence if there is a complaint against your district.	Included	Included	Included	Included
ADA Accessibility Assistant ▾ Find and fix accessibility issues right on your page with ease. Built-in tutorials to address common issues. Instant re-scanning of pages.	Included	Included	Included	Included
ADA Indemnification ▾ Streamline will defend you in court and handle all costs, communications, and remediation for any ADA legal action against your district. Up to \$10,000 on lower plans and up to \$1,000,000 on Enterprise plans.	\$10,000	\$25,000	\$50,000	\$1,000,000

 Sewer District Community Engagement Suite  <p>Secure your greatness in the eyes of the public with a suite of tools that makes it easy to start promoting your content, advertising your events, publishing a newsletter, collecting forms and signatures, cross-posting to social media, and accepting payments and billing.</p>	✓	✓	✓
Calendar  <p>Organize and color-code calendar events, see start and end times, filter by type, click through for more detail, and include on website, mobile-responsive, accept registrations, sell tickets or class registrations.</p>	Included	Included	Included
E-Signature Forms  <p>Collect signatures online. Apply it to any form or payment that would otherwise require a pdf or docx. Go paperless to make your lives, and your community's lives, a little bit easier. Convenient and secure.</p>	Included	Included	Included
Amplify Design New  <p>A design suite that allows you to build beautiful, compliant pages. The ability to restructure your homepage, integrate video, add new quick links regions. Watch Video</p>	Included	Included	Included
Payments + Billing  <p>Collect online payments and bills directly from your website. Backed by Stripe, so payments are always secure. Conveniently built into your website, so you don't have to deal with yet another log-in.</p>	Included	Included	Included
One-Click Share to Social  <p>Draft your content once, then share it to social media channels in seconds.</p>	Included	Included	Included
One-click Share via Email Newsletters  <p>Use Streamline Engage™ to build content right on your website, bundle in other content, and send directly from the platform, saving both time and money! Engage emails are pre-formatted so they are always professional and mobile friendly.</p>	Included	Included	Included
 Premium Design Service and Plugins  <p>Level up your website with premium designer sections, a plugin library, and annual design reviews.</p>		✓	✓
Premium Designer Sections New  <p>Turbocharge your website design with our suite of advanced design modules at your fingertips. Modern, customizable, and easy to use.</p>		Included	Included

<p>Annual Design Reviews </p> <p>Update the design of your site annually with our expert service—from the homepage layout to creating a new logo or updating the menu flow. Whatever is top of mind, our experts will make it happen!</p>	Included	Included
<p>Plug-In Library New </p> <p>Plug-ins are custom components that can improve the experience of the website. One example is a member-only access code system that we built for the National Special District Association. If your district is looking to have a special content display, a plugin architecture may help.</p>	Included	Included
<p> Cybersecurity </p> <p>Get access to the latest tools and best practices to keep your district safe: training, DNS management, single-sign on / MFA, and user dashboards and permissions.</p>	✓	✓
<p>Single Sign-On New </p> <p>Log into your Streamline site using your existing district login—be it Office365, Google Workspace, or many more.</p>	Included	Included
<p>Dual Coast Redundancy and Failover </p> <p>Use Streamline's advanced failover system to automatically back up your data to a standby server in another availability zone and switch over in the case of a major disaster.</p>	Included	Included
<p>Advanced Permissions and Monitoring </p> <p>Manage your users and control what they can access, see when they've last logged in, and audit their changes to content. Streamline saves all changes in perpetuity, so you have a full content history.</p>	Included	Included
<p> Dedicated Content and Support Services </p> <p>Get a dedicated representative to help you post content, embed third-party tools like maps, and create engagement and compliance reports for you and your board.</p>	✓	✓
<p>Embedded Integration Support </p> <p>Support with any embedded HTML component, from ESRI district Maps, to video streaming, to RFP listings to job postings that might be feeding content from another system.</p>	Included	Included

Flagship Design Service and Handcrafted Components ▾

Enjoy a white-glove design experience with stakeholder interviews and advanced analytics, and create custom plug-ins like rate calculators or mapping tools to meet your unique needs.



Flagship Design Service ▾

Enjoy the ultimate white-glove design experience, including stakeholder interviews, needs discovery, design presentations, content strategy, and advanced analytics.

Included

Custom Plug-ins ▾

The ability to create any display component you might need from scratch, be it a rate calculator, a mapping tool, or an access-control code to view content. Development fee may apply depending on scope. [See Example](#)

Included

Insurance and Uptime Guarantee ▾

Shield your district with Streamline's cybersecurity and professional liability insurance while also enjoying a 99.99% uptime guarantee.



Certificate of Insurance ▾

Streamline can extend its cybersecurity and professional liability and cybersecurity insurance to your organization by issuing a certificate of additional insured for up to \$2M. This applies to content and systems that are hosted through the website.

Included

99.99% Uptime Guarantee ▾

Ensure ultra-reliable service to your district with the highest standard for government website hosting.

Included

Secure Intranet Portal ▾

A secure intranet for staff, volunteers, and/or board members to communicate, manage documents, and streamline back-office operations with flexible yet time-saving templates.



Secure Intranet Portal New ▾

A locked intranet system for your teams (staff, volunteers, board) to communicate, store documents, and manage back office operations like shift scheduling, share board documents ahead of the next meeting, and so much more. Flexible enough to do almost anything you need, templated enough to save you time and headache.

Included

One-time setup fee of \$ 1,500 (Classic Setup < 200 pages, files, images, videos, etc)

Streamline Platform - Subscription Agreement

CUSTOMER: **Rogue Valley Sewer Services**ORDER DATE: **06 / 20 / 2025**

This Software as a Service Agreement ("Agreement") is entered into on the start date listed below, between Streamline (DBA of Streamline Software, Inc.) with a place of business at 3301 C Street #1000, Sacramento, CA 95816 ("Company"), and the Customer listed above ("Customer"). This Agreement incorporates the [Streamline Terms of Service](#). W9 is available online. **Most customers prefer annual billing for convenience, but all subscriptions are cancellable anytime with a written 30-day notice.**

DESCRIPTION OF SERVICES: See Page 2 for an overview of what Streamline Web includes, and for more information please review our [subscription-based website toolkit for local government](#).

SUBSCRIPTION ORDER:

Name	Monthly Price
Streamline Web - Operations Professional Package	\$735.00

One-Time Build Costs: **\$1500**Invoice Frequency: **Annual**

Additional Billing Details:

Order #: **34629481584**Original Order? **Original**Billing Start Date: **8/1/2025**

Paying with check?

Mail the check to: PO Box 207561, Dallas, TX 753207561

Billing Person: Francie
Billing Address: PO Box 3130
City, State, Zip: Central Point, OR 97502

Phone: 5416646300
Email: accountspayable@rvss-or.gov

Streamline:

Name: Taylor Gordon
Title: Special District Manager
Date: 06 / 20 / 2025
Signature: *Taylor Gordon*

Customer:

Name:
Title:
Date:
Signature:



STREAMLINE

(916) 900-6619

info@getstreamline.com

www.getstreamline.com

3301 C Street #1000, Sacramento, CA 95816

What Your Subscription Includes



Technology

- **Easy-to-use website tool allows you to control your content** - no more waiting on a vendor or IT.
- **Built-in ADA compliance** (the platform is fully accessible out of the “box”).
- **State-specific transparency dashboard** with checkpoints for all posting requirements.
- **Meeting dashboard with agenda reminders**, one-click agenda and minute upload that takes seconds.
- **Ongoing improvements** to existing features included at no cost - your software will never be out of date.



Setup and Training

- **Multiple options** for initial site build and migrating existing content.
- **Introduction to your state requirements** so you know what needs to be posted.
- **Training** for anyone on your staff via remote meeting to help you learn the system.
- **Free domain** included (acmemud.specialdistrict.org) or connect your own custom domain / web address.
- **Free SSL security certificate** so that your site is served over https and visitors are protected.



Ongoing Support

- **Unlimited support** is included for anyone on your staff responsible for updating the website.
- **Support system is built into your website** - get help with the click of a button.
- **Unlimited hosting** of content and files so you never have to “upgrade” your account.
- **Extensive knowledge base** of how-to articles and getting started guides are available 24/7.
- **Can't figure out how to send your question? That's ok, you'll have our technical support number, too.**

And if (when) your state passes additional website mandates, Streamline Web will be updated to help you comply as effortlessly as possible.

**Quarterly
Financial
Report**

**ROGUE VALLEY
SEWER SERVICES**

Jackson County, Oregon

Twelve Months Ended June 30, 2025

**Prepared by the Finance Department
Brenda Baldovino
Finance Director**

From: Brenda Baldovino, Finance Director

Subject: Financial Report - Twelve months Ended June 30, 2025

Date: August 20, 2025

Items to Note:

Gold Hill Loan Assumptions - Business Oregon loan assumption has been completed. Still working on process of assuming Gold Hill USDA loan.

Treatment Charges were 7% over budget due to mid-year increase of treatment charges to RVSS that were not added to customers.

Assets

	June 30 2023	June 30 2024	June 30 2025
Fund Balance			
Cash in Umpqua Bank	\$ 142,754	\$ 174,386	\$ 179,801
LGIP Investment Pool	12,701,338	13,604,857	15,089,215
Service Fees Receivable (33,997accounts)	1,249,981	1,462,542	1,484,371
Accounts Payable	(1,397,964)	(1,158,683)	(1,114,179)
	12,696,109	14,083,102	15,639,208
Less Reserve for Interceptor SDC	2,728,024	3,043,157	3,448,992
Less Reserve for Operations	(1,022,047)	(1,160,230)	(1,329,894)
Unreserved Fund Balance	\$ 14,402,086	\$ 15,966,029	\$ 17,758,306
Interest Rate LGIP	4.05%	5.20%	4.60%
Loans Receivable			
Assessment Loans (12 loans)	\$ 95,372	\$ 98,775	\$ 96,528
Total Loans Receivable	\$ 95,372	\$ 98,775	\$ 96,528
Fixed Assets			
Furniture, fixtures, equipment, vehicles	\$ 6,772,342	\$ 7,123,008	\$ 7,713,431
Land and Site Improvements	755,064	755,064	755,064
Buildings	1,674,468	1,674,468	1,751,395
Utility Plant (pipe, pump stations)	135,980,609	139,925,188	148,222,283
Work In Process	1,816,627	3,930,172	10,886,657
	\$ 146,999,110	\$ 153,407,900	\$ 169,328,830
Less Depreciation	(45,531,649)	(47,680,065)	(50,050,931)
Net Fixed Assets	\$ 101,467,461	\$ 105,727,835	\$ 119,277,899
Long Term Debt and Commitments			
Business Oregon-Gold Hill Assumption	1.49%	-	472,751
Total Debt	\$ -	\$ -	\$ 472,751

ROGUE VALLEY SEWER SERVICES

Fund Balances

	June 30 2023	June 30 2024	June 30 2025
<u>ALL FUNDS COMBINED</u>			
Fund Balance from Page 3	\$ 12,696,109	\$ 14,083,102	\$ 15,639,208
Less Reserve for Interceptor SDC	2,728,024	3,043,157	3,448,992
Less Reserve for Operations (1 month)	(1,022,047)	(1,160,230)	(1,329,894)
Unreserved Fund Balance	<u>\$ 14,402,086</u>	<u>\$ 15,966,029</u>	<u>\$ 17,758,306</u>

BREAKDOWN BY FUND

General Fund	01	4,248,077	3,859,045	2,625,379
Less Reserve for Interceptor SDC		2,728,024	3,043,157	3,448,992
Less Reserve for Operations (1 month)		(1,022,047)	(1,160,230)	(1,329,894)
Unreserved Fund Balance - General Fund		<u>5,954,054</u>	<u>5,741,972</u>	<u>4,744,477</u>

Other Funds

Interceptor O&M	04	535,937	303,105 *1	529,396
Dunn Pump Station O&M	06	827,616	2,942 *1	2,587
Interceptor Capital Expansion fund	07	3,261,150	5,532,493 *1	6,774,957
White City Storm Drain	09	987,518	1,069,262 *2	1,191,378
Storm Water Quality	10	1,223,412	1,516,739 *2	1,742,766
Shady Cove - Treatment	50	267,398	453,293 *2	611,059
Treatment Capital	55	938,736	1,019,013 *2	1,427,085
Gold Hill - Treatment	60	325,048	1,552 *2	181,864
Gold Hill - Debt Service	62	-	231,970 *2	364,915
Gold Hill - Collection	65	501	- *2	-
Lagoons	70	80,716	93,688 *2	187,822
Unreserved Fund Balance - Other Funds		<u>8,448,032</u>	<u>10,224,057</u>	<u>13,013,829</u>

*1 Regional Funds - funding is by assessment of an ICE (Interceptor Capital Expansion fee)
From Medford and RVS

*2 Special Purpose Funds, restricted as to purpose

ROGUE VALLEY SEWER SERVICES

Revenues

	Actual FY24	Budgeted FY25	4th Qtr FY25	% of Budget	% Total Revenue
Service Charges					
General Fund	\$ 11,370,063	\$ 12,338,891	\$ 12,303,468	100%	
Late Charges	47,608	40,000	70,454	176%	
Shady Cove Service Rates	635,931	650,000	638,447	98%	
Gold Hill Service Rates	155,137	270,000	268,477	99%	
Storm Water Fees	392,293	349,900	420,242	120%	
White City Storm Drain Fees	77,661	70,000	78,327	112%	
Subtotal	\$ 12,678,693	\$ 13,718,791	\$ 13,779,415	100%	53%
System Development Charges					
Collection SDC	419,672	350,000	538,876	154%	
Interceptor SDC - RVS	179,281	120,000	207,120	173%	
Trunk SDC - White City	13,358	10,000	10,101	101%	
Trunk SDC - Eagle Point	29,762	30,000	48,063	160%	
Collection SDC-Shady Cove	-	2,500	-	0%	
Collection SDC-Gold Hill	900	-	675	0%	
Shady Cove SDC Fees	8,743	8,044	5,324	66%	
Gold Hill SDC Fees	803	-	475	0%	
Subtotal	\$ 652,519	\$ 520,544	\$ 810,634	156%	2%
Other Revenues					
Loan Payments (SDC, Assmnt Fees)	6,671	7,500	3,661	49%	
Assessment Fees	388,877	400,000	359,402	90%	
Regional Fees - Medford	44,502	50,000	41,075	82%	
Septage	603,470	450,000	662,815	147%	
Lien Search Fees	42,305	60,000	46,560	78%	
Development Fees	59,384	45,000	50,326	112%	
Interest on Investments	642,941	308,882	662,950	215%	
RVS Reimbursements	883,357	645,000	999,023	155%	
Sale of Fixed Assets	197	20,000	19,853	99%	
FOG Surcharge	-	5,000	-	0%	
Stormwater Maintenance Fees	-	17,000	-	0%	
Stormwater Plan Review Inspection	25,500	11,500	16,500	143%	
Construction Erosion Control Permits	53,455	19,440	32,130	165%	
Reimbursement Agreement	44,391	38,842	85,488	220%	
Shady Cove Collection	211,977	224,960	262,140	117%	
Gold Hill Collection	51,713	90,000	90,000	100%	
Gold Hill O&M fees	90,000	-	-	0%	
Gold Hill Sewer Debt	89,184	150,000	153,050	102%	
Reserves Fund from Gold Hill	141,983	-	-	0%	
Antelope Rd Loan Reimbursement #R78492	-	5,600,000	4,593,155	82%	
Cummins DEQ Grants/Loan Cummins #R784	110,281	383,000	347,526	91%	
SC UV System Loan Reimburse	-	1,432,399	367,534	26%	
GH Regional Intertie BizOR Loan Reimburse	-	1,500,000	1,331,604	89%	
Other Revenues	36,634	33,400	42,705	128%	
Subtotal	\$ 3,526,822	\$ 11,491,923	\$ 10,167,497	88%	45%
TOTAL REVENUES	\$ 16,858,034	\$ 25,731,258	\$ 24,757,546	96%	100%
Less Expenditures	15,470,990	27,298,320	23,201,406	85%	
Net Revenues over (under) Expenditures	\$ 1,387,044	\$ (1,567,062)	\$ 1,556,140	-99%	

ROGUE VALLEY SEWER SERVICES

Expenditures

	Actual FY24	Budgeted FY25	4th Qtr FY25	% of Budget	% Total Expense
Personal Services					
Salaries	\$ 3,527,808	\$ 3,691,254	\$ 3,586,106	97%	
Medical & Health Insurance	1,116,245	1,244,838	1,180,033	95%	
Retirement Plan	286,274	334,526	299,543	90%	
FICA	260,746	279,163	270,065	97%	
Workers Compensation	20,579	25,560	24,253	95%	
HRA Deductible Plan	100,799	104,000	100,800	97%	
Paid Leave Oregon	3,348	-	15,590	0%	
Life Insurance, ADD, LTD	31,512	21,367	40,541	190%	
Subtotal	\$ 5,347,311	\$ 5,700,708	\$ 5,516,931	97%	21%
Treatment charges	4,453,570	5,196,125	5,549,060	107%	19%
Rehabilitation Projects					
Rehabilitation Projects (see P. 7)	3,103,559	13,447,399	9,302,096	69%	49%
Other Expenditures					
Capital Outlay - Other	604,775	799,180	629,853	79%	2.9%
Materials & Services - Other	1,835,481	2,031,414	2,075,891	102%	7%
Debt Service	126,294	123,494	127,575	103%	0%
Subtotal	\$ 2,566,550	\$ 2,954,088	\$ 2,833,319	96%	
TOTAL EXPENDITURES	\$ 15,470,990	\$ 27,298,320	\$ 23,201,406	85%	100%

ROGUE VALLEY SEWER SERVICES

Rehabilitation Projects

June 30, 2025

Job #	Project Name	Actual FY24	Budgeted FY25	4th Qtr FY25
<u>General Fund (01)</u>				
J084	Antelope Road Ph 1	64,462	6,000,000	5,925,997
J177	SC Pump Station #3 Rehab	-	-	6,170
J178	PS #4 Abandonment	8,650	-	-
J250	PS #2 Control Upgrade, VFD's	-	300,000	-
J309	ODOT OR99 Birch/Colmn	(62,039)	-	1,485
J338	Warrantee TV & Flush	7,775	-	-
J342	Cristian Avenue Sewer	5,695	75,000	3,869
J343	Vilas Siphon Abandonment	309,691	-	-
J344	Ashland PS #2 Force Main	465,602	-	307
J348	FY23 Misc System Repair	10,422	-	-
J350	FY23 Misc CIPP Jobs	274,717	-	-
J351	SC System Survey & Manhole	-	75,000	-
J353	Echo Way PS Rehab	-	300,000	-
J355	SC PS #2 Rehab	64,187	-	305,677
J356	FY24 Service Lat Reimburse	4,555	30,000	20,655
J357	FY24 Misc System Repair	271,505	300,000	424,574
J358	FY24 Misc Grinder Pumps	72,229	100,000	-
J359	FY24 Misc CIPP Jobs	437,895	-	-
J360	Misc Pump Station Upgrades	-	50,000	126,447
J362	4th St RR X-ing Abandon	10,755	775,000	47,779
J363	NAPA Sewer WC	-	-	12,150
J365	EP PS ARV Replacement	-	-	20,048
J366	Yearly Private Sewer Pro	-	-	50,682
J367	FY25 Misc CIPP Jobs	-	100,000	8,850
J368	Table Rock Rd Emerg Reprts	-	-	294,371
J370	Mills Partition Sewer Rep	-	-	39,143
A004	City of Jacksonville	2,742	-	-
A019	City of Shady Cove	29	-	-
A024	City of Gold Hill	-	-	-
B004	Pump Station Solar	-	-	3,102
B014	Phase Power	57,089	-	-
R028	W Glenwood PS Panel	-	-	130
R029	S 4th St Lateral Centry L	6,001	-	-
R030	3550 S Pacific Hwy	2,694	-	(2,694)
9999	Privately Funded Projects	50,815	40,000	20,843
Total For Year		\$ 2,065,471	\$ 8,145,000	\$ 7,309,585

Other Funds

Bear Creek Interceptor (04)				
R022	COVID Sewer Testing	-	-	-
Dunn Pump Station O&M (06)				

R025	DPS Water Main Repair	-	-	-
	Interceptor Capital Expansion (07)			
I005	New Portable Flow Monitor	88,524	100,000	3,167
I011	Kirtland Rd MH Evaluation&Rehab	600	250,000	-
I012	Dunn PS Roof Improvements	18,003	35,000	-
I013	System Modeling	-	-	4,995
	Storm Drain (09)			
D008	Misc Culvert Replacement	20,699	50,000	-
D002	Ave F and 8th Storm & Sewer	-	400,000	-
D006	Ave F & Agate Storm Rehab	-	200,000	-
	Storm Water(10)			
Q013	Cummins SWF	52,587	450,000	402,743
Q014	SWQ Coleman Cr Estate	150	300,000	-
Q015	SWQ Coleman to Glenwood	720	10,000	-
Q016	Talent SW Master Plan Final	-	-	260
QXXX	Stormwater Incentive Program	-	100,000	-
Q017	Privately Funded Projects	21,224	-	29,259
	Treatment Capital (55)			
C012	SCADA Upgrade	223,446	150,000	-
C013	UV System	105,922	1,432,399	403,436
C021	Jocky Pump for Utility Water	-	50,000	-
C023	FY22 Misc Treatment Repair	(204)	-	-
C025	FY23 Misc Treatment Maint	6,776	-	-
C026	Yearly Misc Treatment Maint	8,951	150,000	19,123
L003	Compost Project	90,457	10,000	970
L006	Lagoon Public Access	900	-	-
L010	FY24 Misc Lagoon Repairs	17,738	50,000	29,431
L012	Lagoon Solar Power	-	-	1,485
	Gold Hill Treatment (60)			
G012	GH Regional Connection	338,033	1,500,000	1,082,556
G013	FY24 Misc Treatment Maint	43,562	50,000	15,086
G014	Site Electric Gate	-	15,000	-
	Lagoons (70)			
L006	Lagoon Public Access	-	-	-
	Total For Year	\$ 1,038,088	\$ 5,302,399	\$ 1,992,511
	Grand Total for Year	\$ 3,103,559	\$ 13,447,399	\$ 9,302,096

ROGUE VALLEY SEWER SERVICES

FY25 Budget Categories

	Actual FY24	Budget FY25	4th Qtr FY25	% of Budget
<u>01 - General Fund</u>				
Personnel Services	\$ 5,347,311	\$ 5,700,708	\$ 5,516,931	97%
Materials & Services	5,928,279	7,221,456	7,197,132	100%
Capital Outlay	2,670,246	8,944,180	7,939,438	89%
Debt Service	-	-	-	0%
Transfers	739,268	715,000	952,244	133%
Contingency	-	300,000	227,000	76%
Total Appropriation	14,685,104	22,881,344	21,605,745	94%
<u>04 - Bear Creek Interceptor Maint. Fund</u>				
Materials & Services	9,683	26,300	4,157	16%
Capital Outlay	-	-	-	0%
Transfers	530,612	292,000	147,821	51%
Contingency	-	150,000	-	0%
Total Appropriation	540,295	468,300	151,978	32%
<u>06 - Dunn Pump Station Maint. Fund</u>				
Materials & Services	59,886	73,100	74,754	102%
Capital Outlay	-	-	-	0%
Transfers	786,018	42,000	57,904	138%
Contingency	-	150,000	18,000	12%
Total Appropriation	845,904	265,100	132,658	50%
<u>07 - Interceptor Capital Expansion Fund</u>				
Capital Outlay	107,127	385,000	8,162	2%
Debt Service	-	-	-	0%
Contingency	-	350,000	-	0%
Total Appropriation	107,127	735,000	8,162	1%
<u>09 - White City Storm Drain Fund</u>				
Materials & Services	-	19,500	-	0%
Capital Outlay	20,699	650,000	-	0%
Transfers	35,503	41,838	8,654	21%
Contingency	-	50,000	-	0%
Total Appropriation	56,202	761,338	8,654	1%
<u>10 - Storm Water Quality Fund</u>				
Materials & Services	16,502	57,357	20,623	36%
Capital Outlay	74,681	860,000	432,262	50%
Transfers	274,032	347,500	207,996	60%
Contingency	-	100,000	-	0%
Total Appropriation	365,215	1,364,857	660,881	48%
<u>50 - Shady Cove Treatment Fund</u>				
Materials & Services	146,097	134,374	164,433	122%

ROGUE VALLEY SEWER SERVICES

FY25 Budget Categories

	Actual FY24	Budget FY25	4th Qtr FY25	% of Budget
Debt Service	126,294	123,494	97,447	79%
Transfers	199,807	362,000	243,405	67%
Contingency	-	50,000	32,000	64%
Total Appropriation	472,198	669,868	505,285	333%
<u>55 - Treatment Capital Fund</u>				
Capital Outlay	453,986	1,842,399	454,445	25%
Contingency	-	250,000	-	0%
Total Appropriation	453,986	2,092,399	454,445	22%
<u>60 - Gold Hill Treatment Fund</u>				
Materials & Services	90,000	92,677	129,498	140%
Capital Outlay	381,595	1,565,000	1,097,642	70%
Transfers	261,235	256,528	205,596	80%
Contingency	-	50,000	37,000	74%
Total Appropriation	732,830	1,964,205	1,432,736	364%
<u>62 - Gold Hill Debt Service Fund</u>				
Debt Service	-	757,425	30,128	0%
Contingency	-	100,000	-	0%
Total Appropriation	-	857,425	30,128	0%
<u>65 - Gold Hill Collection Fund</u>				
Materials & Services	2,133	-	-	0%
Capital Outlay	-	-	-	0%
Transfers	50,655	-	-	0%
Contingency	21,000	-	-	0%
Total Appropriation	52,788	-	-	0%
<u>70 - Lagoons Fund</u>				
Materials & Services	36,471	32,775	34,354	105%
Capital Outlay	-	-	-	0%
Transfers	559,725	490,000	539,956	110%
Contingency	-	50,000	50,000	100%
Total Appropriation	596,196	572,775	574,310	100%
TOTAL APPROPRIATIONS	\$ 18,918,345	\$ 32,632,611	\$ 25,746,982	79%
PERCENT SPENT TO DATE			79%	



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

8/13/2025

To: RVSS Board of Directors
From: Nick Bakke, District Engineer

Stormwater Update

DEQ has provided us with draft versions of the 1200-C and MS4 permits for review and comment. We've issued comments for the 1200-C permit and have met directly with the permit writer. DEQ seemed very receptive to our comments and indicated they will implement the changes requested. We're still compiling comments on the MS4 permit and will be meeting with the local Stormwater Advisory Team (SWAT) and the Association of Clean Water Agencies (ACWA) to compile agency comments. The next step for both permits is the public comment period.

Capital Project Updates

G012, Gold Hill Regional Connection, GH:

This project will replace the existing Gold Hill Treatment plan with two new pump stations to convey all sewer flows within the city to the regional collection system and treatment plant. The administrative process for this project has been ongoing for multiple years. This report will cover the engineering and construction portions of the project. We've obtained a consultant (Tetra Tech, Inc.) to complete the engineering for this project and the project will be funded by state and federal funding sources.

- **Status:** Design
- **Updates:** We should receive a 90% plan set to review at any time.

J084, Antelope Road Rehab, WC:

This is a large project and has been on the capital improvement plan for multiple years. The existing pipeline was constructed during the Camp White era in the 1940's and consists of concrete pipe ranging in size from 24" to 15" in diameter. This project has been re-bid with an overall scope of ±7,000 feet of 24" and 30" sewer main, associated manholes and lateral connections.

- **Status:** Construction.
- **Updates:** The contractor is wrapping up the final punch list items.

J177, Shady Cove PS #3 Rehab, Shady Cove

This pump station was rehabbed in 2001 with 13 HP Pumps, valves, and controls. Unfortunately, the station valves were installed inside the existing wet well. The valves are badly corroded and not operable. The pump station will be brought up to RVSS standard with a new integrated fiberglass wetwell/valve vault, Flygt submersible pumps, variable frequency drives, valves, and an electromagnetic flow meter. Design and construction of this station will be quite challenging due to the tight quarters of the existing pump station.

- **Status:** Design

J353 Echo Way PS Rehab, Eagle Point

This pump station was installed in 2005 with 5 HP Myers Pumps in a low lying area subject to substantial infiltration and periodic water inundation. The pump station will be brought up to RVSS standard with a new integrated fiberglass wetwell/valve vault, Flygt submersible pumps, variable frequency drives, valves, and an electromagnetic flow meter. Construction is planned for next year.

- **Status:** Design

J362 4th St Gold Hill RR Crossing Abandonment, GH

This project will install approximately 1,600' of 8 inch sewer along 4th Street in Gold Hill. The new sewer main will replace and re-grade the existing sewer system in order to abandon two of the four existing sewer mains which cross the railroad tracks. The existing 6" crossings are on the special cleaning list, sub-standard, and would be cost and administratively prohibitive to replace. There two existing crossings to remain will be rehabbed with CIPP liner. This project will be under construction this fall or early next spring.

- **Status:** Design
- **Updates:** Private property access will be required at multiple locations for this project. We've begun coordination and information gathering at each location and are beginning the permitting process for the relocation of 4 sewer services. We are still waiting on ODOT permits.

J367, FY 2026 CIPP Projects, JV

This project will utilize Cured in Place Pipe technology to line approximately 3,700 LF existing 8" and 12" sewer in Jacksonville and Gold Hill. CIPP technology will be utilized as an alternative to traditional trenching or pipe realignment where pipes are under existing structures or in high traffic roadways requiring long term traffic control. CIPP is also typically more economical than traditional dig and replace methods.

- **Status:** Administration
- **Updates:** The contract has been signed.

Q015, Glenwood Stormwater Facility, PX:

We've been working with ODOT to design and construct a regional stormwater facility on Jackson County property in conjunction with the Hwy 99 (J309) improvements. This facility will provide the required stormwater management for highway improvements as well as the entire ±170 acre drainage basin. We anticipate that ODOT will construct the facility and RVSS will contribute funding and provide operation and maintenance of the facility over time.

- **Status:** Construction

C013, UV Disinfection, Shady Cove:

This project will upgrade the SC Treatment plant with a new UV Disinfection system.

- **Status:** Construction

- **Updates:** The contractor is currently working on pulling wires and hooking up electrical equipment.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

August 13, 2025

To: RVSS Board of Directors

From: TJ Weber, Operations Manager

RE: Operations and Maintenance Report

Collection System:

Flushing:

-In July, 18.2 miles of pipes cleaned.

TV Inspection:

-In July, 15.4 miles of pipes video inspected.

Treatment Plants:

Shady Cove Treatment Plant:

-Nothing to report.

Gold Hill Treatment Plant:

-Nothing to report

Lagoon:

-July total Septic, FOG, and PPW received 365,710 gallons.

-Fog 63,120

-PPW 61,265

-Septic 241,325

Staff and Training:

-Brandon T. passed his Oregon DEQ Wastewater Treatment II Certificate.

-Tom S. passed his Oregon DEQ Wastewater Collections III Certificate.



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

August 12, 2025

To: RVSS Board of Directors
From: Carl Tappert, Manager

RE: August Manager's Report

Consent Agenda:

1. July regular Board Meeting minutes

Mike Parsons: With the recent death of Mike Parsons, we need to appoint a successor to complete the remainder of Mike's term. The appointed person will serve until June 2027.

The statutes that govern our district state that the vacancy is to be filled with approval of the majority of remaining Board Members. There are no other rules about how the new board member is selected.

The Board has had to fill vacancies four times since 2014. In three of those cases the Board appointed new members who were already active with RVSS, as City Council liaisons or recent RVSS board members. In the fourth instance the Board decided to wait until the next election as it was only a few months away.

Since there is nobody currently positioned to fill the seat, I propose to contact local city administrators and ask if there is anyone on their council, budget committee or planning department that may be interested in the appointment. I will also contact our full budget committee. Anyone interested would fill out an application. The Board will review the applications and conduct interviews if needed before making an appointment.

System Development Charge Methodology Update: I have drafted an update to our SDC methodology. If this draft is acceptable to the Board I will finalize it and send out a 90 day notice for a public hearing on the matter.

Update on Gold Hill Transition: The only outstanding issue from the annexation is the transfer of the Rural Development Loan through USDA. The latest information we have is that this transfer has cleared all of the hurdles and we are waiting for USDA to set up the automatic bank transfer for the loan payments.

Gold Hill Regional Intertie Project Update: The project design is proceeding as scheduled. We still expect final design to be complete by January 2026.

The application for funding through USDA is complete and we expect to hear some results before the coming Board meeting.

Solar Power Projects: I hope to have a contract with True South Solar for the installation of solar power on our vehicle shelter ready for the Board meeting.

The feasibility study for the solar system at the lagoons identified some equipment upgrades needed. We are currently exploring our options here.

These projects qualify for a special 30% tax rebate that was created under the Bipartisan Infrastructure Law a few years ago. My understanding of the recent federal spending bill is that this program will remain intact for the next two years, after which it will be eliminated, so we should be able to complete everything in time to receive the benefit.

Rogue Valley Sewer Services System Development Charge Methodology August 7 2025



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

**Prepared by
Carl Tappert, PE
District Manager**

Introduction:

The imposition of System Development Charges (SDCs) is authorized by statute (ORS 223.297-314). This statute establishes requirements for the methodology used to calculate the SDC and allowable expenditures.

The general principal of SDCs is that it provides a mechanism for new users to contribute an equitable share of the value of the system designed to serve them.

The SDC is composed of two parts, the Reimbursement Fee and the Improvement Fee.

A reimbursement fee considers the cost of existing facilities, prior contributions by existing users, the value of available capacity, and generally accepted ratemaking principles. The objective is that future system users contribute no more than an equitable share to the cost of existing facilities.

An improvement fee is based on the cost of planned future facilities that expand the system's capacity to accommodate growth or increase its level of performance. Each project in the Capital Improvement Plan is evaluated to determine the portion of the project meant to serve existing users and the portion meant to serve future users.

Rogue Valley Sewer Services currently collects SDCs for the regional treatment plant, the regional interceptor, the White City and Eagle Point trunk lines, the collection system, the Shady Cove treatment plant, and the Gold Hill Treatment Plant.

The methodology for the regional treatment SDC was last modified by the Regional Sewer Rate Committee in July 2015 by Resolution 31. The methodology includes a provision to adjust SDC rates annually based on the Engineering News Record Construction Cost Index. A review of the regional treatment SDC is not part of this report.

The current methodology for the SDCs for the regional interceptor, the White City and Eagle Point trunk lines, and the collection system was developed in 2021 and adopted by the RVSS Board of Directors under Resolution 21-07. This methodology does not include any inflationary index but does provide a framework for updating the SDCs annually.

The methodology for the Gold Hill treatment SDC was developed by the City of Gold Hill prior to annexation into RVSS. As part of the annexation agreement RVSS agreed to maintain SDCs unchanged for a period of 2 years following annexation. The annexation was approved in August 2023

The goal of this report is to simplify the SDC by combining the interceptor and collection system SDCs and by indexing SDCs and appropriate inflation index.

Part 1 – General Methodology

Reimbursement Fee: The Reimburse fee is a fee for costs associated with capital improvements already constructed, or under construction when the fee is established, for which the local government determines that capacity exists.¹ The reimbursement fee is designed so that new users will pay an equitable share of the cost of existing facilities.² The reimbursement fee is set using the “Buy-in” methodology.

Under this methodology the value of the system is calculated by adding together all of the capital funds spent by RVSS for the construction of the system. The value of donated assets or facilities constructed using grants are excluded. Outstanding debt used to finance capital improvements is also excluded.

The total number of existing users is determined by calculating the total equivalent residential units (ERU) that are served by the particular system. A single family home (SFR) is considered one ERU. All other uses are converted to ERU by comparing the billing rate for that particular use to the rate for a single family home.

Example: The SFR rate is \$30.00 per month. A commercial use whose monthly bill comes to \$75.00 would be considered 2.5 ERU.

$$\frac{\$75.00}{\$30.00} = 2.5 \text{ ERU}$$

The calculation of the reimbursement fee is made by dividing the total value of the system by the total ERU currently within the system.

$$\frac{\text{Total Value of System}}{\text{Total ERU within system}} = \text{Reimbursement fee}$$

Improvement Fee: The improvement fee is a fee for costs associated with capital improvements to be constructed³. The fee is calculated by dividing the current value of proposed improvements by the number of new users expected within the planning time frame.

The improvement fee is based on an approved capital improvement plan. Because most capital improvements are intended to serve both current and future customers, only the portion of the project that serves future customers is eligible for inclusion in the calculation. The capital improvement plan will include a calculation of the percentage of each project that is dedicated to future growth.

Example: A project will replace an old 8” sewer main with a new 12” sewer main. The portion of the project related to replacing the existing capacity of the 8” would not be eligible, however, the portion related to the increased capacity would.

$$\frac{\text{Increased Capacity of Project}}{\text{Total Capacity of Project}} = \text{Surplus Capacity of Project}$$

¹ ORS 223.297 (3)

² ORS 223.304 (1)(b)

³ ORS 223.297 (2)

The number of new users to the system is estimated based on historic growth trends. For this methodology future growth is calculated by taking the average growth in ERU over the past 10 years. This data comes from RVSS billing records and is 0.8%. This is slightly higher than the Portland State University Population Research Center⁴ growth rate for incorporated areas in Jackson County over the same time period.

The time frame for projected growth is 10 years.

The total Improvement fee is calculated by dividing the total value of the surplus capacity of projects identified in the capital improvement plan by the total number of projected new ERU in the next 10 years.

$$\frac{\text{Value of Surplus Capacity of CIP}}{\text{New ERU in next 10 years}} = \text{Improvement Fee}$$

The sum of the Reimbursement Fee and Improvement Fee calculations is the maximum SDC that can be assessed against a new connection.

⁴ <https://www.pdx.edu/population-research/population-estimate-reports>

Part 2 – Specific SDC Methodologies

This section defines each System Development Charge that is imposed by RVSS and the specific data that is used to calculate the SDC. For each SDC the method used to update the calculations is described.

2.1 Collection System Development Charge

The Collection System is entire system of pipes, pump stations, and related facilities within RVSS jurisdiction. It includes the Regional Interceptor, the White City Trunk, the Eagle Point Trunk.

1. User Basis – This fee applies to all users connected to the RVSS collection system, including Shady Cove and Gold Hill.
 - a. RVSS Core - The total equivalent residential units in the core RVSS system is calculated by dividing the 12 month average contribution to the Regional treatment plant by the single family residential treatment rate.
 - b. Shady Cove – the total equivalent residential units for Shady Cove is calculated by dividing the 12 month average rate revenue by the monthly single family residential rate.
 - c. Gold Hill – the total equivalent residential units for Shady Cove is calculated by dividing the 12 month average rate revenue by the monthly single family residential rate.
 - d. Future Connections – Projected new users are calculated by multiplying the current number of ERU by the average ERU growth rate of 0.80% over the 10 year projection period.
2. Reimbursement Fee
 - a. Included costs –
 - i. LID costs – the portion of LID expenses that is contributed by RVSS.
 - ii. Private Project costs – RVSS contributions to the construction of private projects. This is typically used to cover costs of constructing sewer beyond the needs of the specific project.
 - iii. Rehabilitation costs – cost of projects funded entirely by RVSS
 - iv. Shady Cove pre-annexation costs – These costs are reported by Shady Cove for capital projects prior to annexation into RVSS.
 - v. Gold Hill pre-annexation costs - These costs are reported by Gold Hill for capital projects prior to annexation into RVSS
 - b. Excluded costs –
 - i. Outstanding debt principal used to finance capital projects.
 - ii. Grant funded portion of projects.
 - iii. Donated assets – infrastructure constructed by private developers and donated to the public.
 - iv. Routine maintenance costs.
 - c. Reimbursement Fee Calculation
 - i. The reimbursement fee for a single family home is calculated by dividing the total of all included costs by the total equivalent residential units.

- ii. The reimbursement fee for all other uses is calculated by multiplying the SFR rate by the ERU equivalent for each use.

3. Improvement Fee

- a. Included Costs - costs are based on the Capital Improvement plan adopted by resolution of the Board. The CIP will include both an estimated construction cost and an estimated value of the surplus capacity for each project. The total value of surplus capacity for all projects is the basis for the improvement fee.
- b. Improvement fee Calculation
 - i. The improvement fee for a single family home is calculated by dividing the total value of surplus capacity in the capital improvement plan by the total number of new users expected over the next 10 years.
 - ii. The improvement fee for all other uses in the RVSS Core area is calculated by multiplying the SFR rate by the ERU equivalent for each use. The ERU equivalent is established by the Regional Rate Committee.

4. Annual update

- a. Once established, both the Reimbursement fee and the Improvement fee will be adjusted on July 1 of each year based on the Engineering News Record Construction Cost Index for the 12 months ending January 1 of the same year.

2.2 Shady Cove Treatment System Development Charge

1. System – The Shady Cove Wastewater Treatment plant located at 4660 Rogue River Drive in Shady Cove.
2. User Basis – This fee applies to all users in Shady Cove.
 - a. Shady Cove –The total equivalent residential units in Shady Cove is calculated by dividing the 12 month average user fee collection by the single family residential rate.
 - b. Future Connections – Projected new users are calculated by multiplying the current number of ERU by the average ERU growth rate of 0.80% over the 10 year projection period.
3. Reimbursement Fee
 - a. Included costs –
 - i. Pre-Annexation costs – capital costs incurred by the City of Shady Cove prior to annexation into RVSS are included. These costs are reported on Shady Cove's financial statements.
 - ii. Rehabilitation costs – cost of capital projects funded entirely by RVSS
 - iii. Capital expansion costs – cost of capital projects funded entirely by RVSS.
 - b. Excluded costs –
 - i. Outstanding debt principal used to finance capital projects.
 - ii. Grant funded projects.
 - iii. Routine maintenance costs.
 - c. Reimbursement Fee Calculation
 - i. The reimbursement fee for a single family home is calculated by dividing the total of all included costs by the total equivalent residential units.
 - ii. The reimbursement fee for all other uses is calculated by multiplying the SFR rate by the ERU equivalent for each use.
4. Improvement Fee
 - a. Included Costs - costs are based on the Capital Improvement plan adopted by resolution of the Board. The CIP will include both an estimated construction cost and an estimated value of the surplus capacity for each project. The total value of surplus capacity for all projects is the basis for the improvement fee.
 - b. Improvement fee Calculation
 - i. The improvement fee for a single family home is calculated by dividing the total value of surplus capacity in the capital improvement plan by the total number of new users expected over the next 10 years.
 - ii. The improvement fee for all other uses is calculated by multiplying the SFR rate by the ERU equivalent for each use.
 - iii.
5. Annual update
 - a. Once established, both the Reimbursement fee and the Improvement fee will be adjusted on July 1 of each year based on the Engineering News Record Construction Cost Index for the 12 months ending January 1 of the same year.

2.3 Gold Hill Cove Treatment System Development Charge

1. System – The Gold Hill Wastewater Treatment plant located at 2177 Second Avenue in Gold Hill
2. User Basis – This fee applies to all users in Gold Hill.
 - a. Gold Hill – The total equivalent residential units in Gold Hill is calculated by dividing the 12 month average user fee collection by the single family residential rate.
 - b. Future Connections – Projected new users are calculated by multiplying the current number of ERU by the average ERU growth rate of 0.80% over the 10 year projection period.
3. Reimbursement Fee
 - a. Included costs –
 - i. Pre-Annexation costs – capital costs incurred by the City of Gold Hill prior to annexation into RVSS are included.
 - ii. Rehabilitation costs – cost of capital projects funded entirely by RVSS
 - iii. Capital expansion costs – cost of capital projects funded entirely by RVSS.
 - b. Excluded costs –
 - i. Outstanding debt principal used to finance capital projects.
 - ii. Grant funded projects.
 - iii. Routine maintenance costs.
 - c. Reimbursement Fee Calculation
 - i. The reimbursement fee for a single family home is calculated by dividing the total of all included costs by the total equivalent residential units.
 - ii. The reimbursement fee for all other uses is calculated by multiplying the SFR rate by the ERU equivalent for each use.
4. Improvement Fee
 - a. Included Costs - costs are based on the Capital Improvement plan adopted by resolution of the Board. The CIP will include both an estimated construction cost and an estimated value of the surplus capacity for each project. The total value of surplus capacity for all projects is the basis for the improvement fee. Note: The Gold Hill Intertie Project is considered the solution for deficiencies in the Gold Hill Treatment plant and is considered part of the Gold Hill Treatment SDC.
 - b. Improvement fee Calculation
 - i. The improvement fee for a single family home is calculated by dividing the total value of surplus capacity in the capital improvement plan by the total number of new users expected over the next 10 years.
 - ii. The improvement fee for all other uses is calculated by multiplying the SFR rate by the ERU equivalent for each use.
5. Annual update

- a. Once established, both the Reimbursement fee and the Improvement fee will be adjusted on July 1 of each year based on the Engineering News Record Construction Cost Index for the 12 months ending January 1 of the same year.
- b. The Gold Hill Treatment SDC will be eliminated when the treatment plant is abandoned and the City connected to the Regional System. Once this happens, new users in Gold Hill will pay the Regional Treatment SDC instead.

Part 3 – Implementation Requirements

Once the methodology is adopted the intent is to adjust the SDC rate every year based on the ENR Construction Cost Index. The calculated SDC represents the maximum charge that can be justified. The RVSS Board of Directors has the discretion to charge any amount up to the maximum. This will be done by resolution of the Board.

RVSS must comply with certain legal requirements to ensure that the SDCs are properly calculated and assessed, and that the funds received are properly spent.

3.1 Public Notice: RVSS must hold a public hearing to initially establish the SDC methodology. Individuals who have notified RVSS that they want to be informed of any changes in SDC methodology must be notified 90 days before the hearing.⁵

The capital improvement plan used for the basis of the SDC may be updated at any time. If a capital improvement plan update is used to justify a higher SDC RVSS must notify interested individuals at least 30 days in advance.⁶ No public hearing is required unless specifically requested.

3.2 Credits: The SDC resolution must include a provision to provide credit to developers who construct qualified capital improvements. In order to qualify for credit the project must meet the following conditions:

1. Project must be required as a condition of approval for the development
2. Project must be included in the Capital Improvement Plan
3. Project must be either a) not located on or contiguous to the subject property or b) required to build larger or with greater capacity than is necessary for the particular development.⁷

The provision of credit is already included in RVSS Code Section 2.20.100.

3.3 Authorized Expenditures: SDC revenue may only be spent on capital improvements associated with the systems for which the fees are assessed and which are included in the capital improvement plan. The improvement portion of the SDC is further restricted in that it can only be used for projects which increase capacity.⁸

⁵ ORS 223.304 (7)

⁶ ORS 223.309 (2)

⁷ ORS 223.304 (4)

⁸ ORS 223.307

RVSS must provide an annual accounting of the amount of SDC revenue collected and spent on specific projects.⁹

Part 4 – Recommended SDCs

The table below shows the current and recommended rates for the various SDCs applicable to RVSS customers.

Fee	Current Rate	Justified Rate	Recommended Rate
Collection System Development Charge	\$1,000 per ERU	\$2,185.50	\$2,100
Interceptor Development Charge	\$500 per ERU	n/a	n/a
Eagle Point Trunk Development Charge	\$650 per ERU	n/a	n/a
White City Trunk Development Charge	\$200 per ERU	n/a	n/a
Shady Cove Treatment SDC	\$1,929.04 per ERU	\$6,340.81	\$1,959.90
Gold Hill Treatment SDC	\$703 per ERU	\$23,154.33	\$1,959.90

Under the proposed changes the Collection, Interceptor, Eagle Point Trunk, and White City Trunk SDCs will be combined into a single Collection System SDC. All users in the system will pay the same rate.

Under the previous methodology Shady Cove always had a justified treatment SDC much higher than the Regional Treatment SDC charged to new users in the core area. The Board has traditionally set this rate to match the Regional Treatment SDC but there is no requirement to do so.

The Gold Hill SDC is absurdly high due to the high cost of the planned regional intertie coupled with the small population of Gold Hill. Since this SDC will only be in effect for a short time and will be eliminated once the Regional Intertie is complete the recommendation is to set this rate equal to the Regional Treatment SDC.

The SDCs should be adjusted annually based on the Engineering News Record Construction cost index.

⁹ ORS 223.311 (1)

APPENDIX A

SAMPLE SDC CALCULATIONS

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SDC Calculation Summary
for Fiscal Year 2027

Jun-25

		Reimbursement	Improvement	Total
Collection System:				
	<i>Original Cost of Improvements</i>	\$ 58,463,682		
	<i>Less: Grant Money</i>	\$ (1,616,542)		
	<i>Less: Outstanding Debt</i>	\$ (1,081,527)		
	<i>Total Current ERU's</i>	42,552		
	<i>Reimbursement Fee per ERU</i>	\$ 1,310.53		
	<i>Projected Present Value Cost of Improvements</i>		\$ 19,250,807	
	<i>Present Value of Surplus Capacity</i>		\$ 3,409,202	
	<i>New ERU's over 10 years</i>		3,896	
	<i>Improvement Fee per ERU</i>		\$ 874.97	
	<i>Total Justified SDC per ERU</i>			\$ 2,185.50
	<i>Current SDC per ERU</i>			\$ 1,000.00
	<i>Recommended SDC per ERU</i>			\$ 1,030.00

Shady Cove Treatment				
	<i>Original Cost of Improvements</i>	\$ 3,705,000		
	<i>Less: Grant Money</i>	\$ -		
	<i>Less: Outstanding Debt</i>	\$ (1,315,000)		
	<i>Total Current ERU's</i>	1,561		
	<i>Reimbursement Fee per ERU</i>	\$ 1,531.06		
	<i>Projected Present Value Cost of Improvements</i>		\$ 3,705,000	
	<i>Present Value of Surplus Capacity</i>		\$ 687,500	
	<i>New ERU's over 10 years</i>		142.94	
	<i>Improvement Fee per ERU</i>		\$ 4,809.75	
	<i>Total Justified SDC per ERU</i>			\$ 6,340.81
	<i>Current SDC per ERU</i>			\$ 1,929.04
	<i>Recommended SDC per ERU</i>			\$ 1,959.90

Gold Hill Treatment				
	<i>Original Cost of Improvements</i>	\$ 99,601		
	<i>Less: Grant Money</i>	\$ -		
	<i>Less: Outstanding Debt</i>			
	<i>Total Current ERU's</i>	580		
	<i>Reimbursement Fee per ERU</i>	\$ 171.64		
	<i>Projected Present Value Cost of Improvements</i>		\$ 11,059,100	
	<i>Present Value of Surplus Capacity</i>		\$ 1,221,172	
	<i>New ERU's over 10 years</i>		53.13	
	<i>Improvement Fee per ERU</i>		\$ 22,982.69	
	<i>Total Justified SDC per ERU</i>			\$ 23,154.33
	<i>Current SDC per ERU</i>			\$ 1,929.04
	<i>Recommended SDC per ERU</i>			\$ 1,959.90

APPENDIX B

Oregon Revised Statute

223.297 to 223.316

APPENDIX C

Current Capital Improvement Plan

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APPENDIX D

Cost Summary for Completed Projects

APPENDIX E

Equivalent Residential Unit Calculations