



# **ROGUE VALLEY SEWER SERVICES**

**Jackson County, Oregon**

**Adopted Budget**

**Fiscal Year Ended June 2018**

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**Rogue Valley Sewer Services**  
**FY18 Adopted Budget**  
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**FY 2017-2018  
ROGUE VALLEY SEWER SERVICES  
BUDGET COMMITTEE MEMBERS**

**Mike Burrill, Jr.  
Term Through: 12/31/19**

**Gary Hall  
Term Through: 12/31/19**

**Michael Parker  
Term Through: 12/31/19**

**Terry Sackett  
Term Through: 12/31/17**

**Jim Snyder  
Term Through: 12/31/19**

**Bob Dunn  
Chairman, Board of Directors  
Term Through: 6/30/18**

**Bill Stults  
Vice Chairman, Board of Directors  
Term Through: 6/30/18**

**Wayne Brown  
Member, Board of Directors  
Term Through: 6/30/17**

**Kay Harrison  
Member, Board of Directors  
Term Through: 6/30/18**

**Jim Lewis  
Member, Board of Directors  
Term Through: 12/31/17**



# ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point, OR – Mailing Address: P.O. Box 3130, Central Point, OR 97502-0005  
Tel. (541) 664-6300 or (541) 779-4144 Fax (541) 664-7171 [www.RVSS.us](http://www.RVSS.us)

## **Fiscal Year 2018 July 1, 2017 – June 30, 2018 Budget Message**

I am pleased to present the Rogue Valley Sewer Services budget for fiscal year 2018. This is a balanced budget where our resources equal our requirements.

### Budget Policies

Every year we submit our budget to the Oregon Municipal Finance Officers Association and the Government Finance Officers Association (GFOA) for review and critique. I am happy to report that once again we received the Distinguished Budget Presentation Award from GFOA.

Our top priority is to maintain a balanced budget in accordance with State law. In so doing, it is our policy to not use debt to finance any of our operating expenses. We remain consistent with the policy and will not be using debt to finance operating expenses.

RVSS maintains an active capital improvement program that is designed to ensure adequate capacity and to rehabilitate older sections of pipe before they fail. At this point in time we do not have any capacity deficiencies in the system. Our rehabilitation program calls for the replacement of approximately 2.0 miles of pipe per year. This work is funded through a combination of System Development Charges (SDC) and rates.

### Revenue Trends

Our primary source of revenue is sewer rates paid by our customers. Last year the Board approved a rate increase of 3.8%, from \$18.30 to \$19.00 per month for a single family residence. The five year plan, developed prior to FY2016, called for an initial rate increase of 15%, followed by a series of 4.37% rate increases for fiscal years 2017 through 2021. Improved economic conditions allowed us to have a smaller increase of only 3.8% last year. For fiscal year 2018 we are recommending an increase of 3.16% which would bring the monthly rate for a single family residence to \$19.60. This rate increase will essentially cover the increased treatment costs.

The Regional Rate Committee has approved annual 7.5% increases in treatment charges for fiscal years 2016 through 2021. This increase has been included in our cash flow projections.

It should be noted that currently the statewide average sewer bill is over \$46 per month. Our residential rate remains among the lowest in the state. The fact that we are able to maintain our system and have an aggressive capital improvement plan is a testament to the efficiency of our workforce.

### Special Items of Interest

- Capital Improvement Plan – Our system does not have any near-term capacity deficiencies. The vast majority of our capital improvement plan goes toward rehabilitating old concrete and asbestos-cement pipe. Many of these pipes are over 60 years old and are at the end of their useful life. Replacement of these pipes in a timely manner reduces long-term operating costs and helps prevent system failure.
- Debt Service – Our total debt service is approximately \$440,000, which is 4.5% of our general fund revenue (assuming the proposed rate increase). We do not believe that this level of debt will cause distress. We are not planning on incurring any additional debt in the coming year.
- Franchise Fee – RVSS currently pays a franchise fee to the cities of Phoenix, Central Point, and Eagle Point. This fee is added to bills within the respective cities and does not impact our budget.
- Shady Cove – In 2016 RVSS entered into a 10 year agreement with Shady Cove which runs through the end of FY2026. This agreement calls for an annexation vote after the initial five years. The operations in Shady Cove have stabilized and we are no longer operating at a deficit.

We are making a slight change in the presentation of the Shady Cove budget this year. We will now track expenses for the treatment plant separately from those of the collection system. This will make the transition to a possible annexation simpler.

- Gold Hill – We are in the process of negotiating a management agreement with the City of Gold Hill. The overall structure is similar to that of Shady Cove with one key difference. Gold Hill is in the midst of developing a facilities plan. Any consideration for annexation will not occur until improvements required by the facilities plan have been completed.
- Stormwater Program – Last year's expansion of the area covered under the MS4 Stormwater Permit significantly increased both revenues and work load. We are proposing an additional position for a stormwater quality technician to help with the additional work.
- Staffing – Our budget proposal includes the addition of four positions: a stormwater quality technician, an engineer in training, a treatment plant operator and a new maintenance worker.
- Major Equipment – We are proposing to add a third flusher truck. With this addition the older 2005 truck will be put in reserve and used primarily to assist the construction crew and to work on storm drains.

- White City Lagoons – Much of the success at Shady Cove is a result of our acceptance of septic tank waste which has generated significant revenue. The only other facility in southwestern Oregon that accepts this waste recently closed for a period of at least three months. In response to this DEQ asked us to open our lagoons to receive this waste, which we have done. This has generated significant revenues. We expect some of this income to continue, even after the other facility re-opens.
- Labor Issues – At the time of this writing we are still involved in labor negotiations and headed for mediation over major disagreements over management rights. There is also movement among some of our employees to decertify the union. If the union were to be decertified we would no longer have access to Teamsters health insurance. Comparable insurance plans come with a significantly higher price tag. We have included sufficient funds within the budget to maintain the same level of benefit our employees currently enjoy.

I would like to thank each of you for taking time out of your schedule to participate in the budget process. Your input and insights are extremely valuable in helping us remain a responsible and responsive government agency. Our finance director, Brenda Baldovino, and I are available to answer any questions you may have about the budget. Please do not hesitate to call us if you have questions or concerns.

Respectfully Submitted,



Carl Tappert, Manager

# **Rogue Valley Sewer Services History and Background**

Rogue Valley Sewer Services (RVSS) is a special district that provides sewer service in Jackson County, Oregon. RVSS is governed by a five-member elected Board of Directors. RVSS serves the cities of Talent, Central Point, Eagle Point, Jacksonville, Phoenix, and a portion of the city of Medford, Oregon, and serves a population of approximately 72,200.

Rogue Valley Sewer Services (originally Bear Creek Valley Sanitary Authority) was established under Oregon Revised Statutes Chapter 450.705 through a special election in August, 1966.

The primary purpose of RVSS was to construct and maintain a regional sewer interceptor connecting the cities of Medford, Central Point, Phoenix, and Talent to the regional wastewater treatment plant on Kirtland Road. RVSS also assumed management of the collection system in Talent.

When the interceptor system was completed in 1973, sewer service rapidly expanded to serve areas of the county suffering from failing septic systems.

In 1975 the White City Sanitary District became part of RVSS.

In 1998 the City of Eagle Point held an annexation election. Annexation was approved by 90% of the city voters.

In 2001 the City of Central Point held an annexation election. Annexation was approved by 94% of the city voters.

In 2005 the City of Jacksonville held an annexation election. Annexation was approved by 97% of the city voters.

In 2006 the City of Phoenix held an annexation election. Annexation was approved by 93% of the city voters.

In 2003 RVSS relocated its offices to 138 West Vilas Road in Central Point and officially changed its name from Bear Creek Valley Sanitary Authority to Rogue Valley Sewer Services.

On July 1, 2004, RVSS started providing Stormwater Quality management services for the cities of Talent, Central Point, and Phoenix, Oregon, along with many of the unincorporated areas of Jackson County. RVSS holds the Municipal Small Separated Storm Sewer (MS4) permit under the National Pollutant Discharge Elimination System (NPDES) on behalf of these agencies.

In 2016 RVSS entered into a 10 year agreement with Shady Cove which runs through the end of FY2026. This agreement calls for an annexation vote after the initial five years. The operations in Shady Cove have stabilized and we are no longer operating at a deficit.

# Rogue Valley Sewer Services

## Mission Statement and Goals

**Mission Statement:** It is the mission of Rogue Valley Sewer Services (RVSS) to provide and maintain all sewer and storm drain systems within its boundaries, and provide customers with competent and professional services in the most cost-effective manner possible while maintaining the quality of life and the health, safety, and welfare of Rogue Valley constituents.

**Goals:** In order to fulfill this mission, Rogue Valley Sewer Services is establishing specific goals:

1. Help make our valley a healthy place to live by providing safe and cost-effective sewer service for those needing solutions for failing septic systems.
2. Make the best use of human and material resources through the investigation of new technological ways to provide and maintain sewer service.
3. Strengthen, foster, and encourage cooperation amongst various public agencies through educational efforts aimed at determining and emphasizing mutual goals and objectives regarding protecting ground and surface water quality.
4. Respond to all we deal with fairly, promptly, courteously, professionally, and with the assurance that they have access to RVSS's Board of Directors if desired.
5. Plan for the future by continuing to evaluate when, where, and how areas in the valley will need sewer service.
6. Provide financing for projects or individual property hookups from the available RVSS, federal, state, and other local resources.
7. Promote a smooth, efficiently run organization that fosters and encourages employee pride, high standards of performance, cost efficiency, and high employee productivity.
8. Support economic development in the valley by providing staff assistance to business, governmental, or community efforts when and where feasible.

# Rogue Valley Sewer Services

## Financial Policies

1. For financial reporting and operating purposes, the District considers its activities as those of a unitary enterprise operation (proprietary fund). Therefore, these activities are reported in a single enterprise fund but for internal financial controls operates with 11 funds and the General Fund with 5 departments. However, for legal requirements as set forth in the Oregon Local Budget Law, the District prepares and adopts a budget on the modified accrual bases for its individual fund types. The resolution authorizing appropriations for each fund sets the level by which expenditures cannot legally exceed appropriations. For all funds, the District has established the level of control by expenditure category. These categories include: personnel services, materials and services, capital outlay, contingency, debt service and transfers to other funds. These transfers are used between funds and departments to ensure each are balanced annually in accordance with State Law.
2. Sewer service will be provided to those who need and can afford it within the limits of RVSS to do so as allowed by law. Every effort will be made to assist those who must connect and are unable to pay.
3. To adopt a balanced budget annually in accordance with State Law, wherein resources (beginning fund balance plus revenues plus transfers in) equals requirements (expenditures plus transfers out plus contingency plus ending fund balance).
4. Current operating expenditures (which exclude capital projects), will not be financed by debt.
5. Rogue Valley Sewer Services will charge sewer service fees, stormwater quality fees, storm drain fees, system development charges, and all other fees to recoup the full cost of providing those services to customers. Service will be billed one month in arrears. Quarterly and annual billing with discounted rates will also be available. Late charges will be billed in accordance with provisions in the current Code.
6. Financing will be offered to those who hook up to sewer lines through the Local Improvement District (LID) process, at the most reasonable cost possible and in accordance with State law. Rogue Valley Sewer Services will issue tax-free municipal debt or other legal financing and will add a nominal percent to these interest rates in order to ensure that sufficient reserves are maintained for all debt payments.

7. Financing for those customers hooking up to sewer lines outside the LID process will be made available only from existing fund balances. Bonds or debt will not normally be issued for this purpose.
8. Rogue Valley Sewer Services may provide short-term loans from the General Fund for temporary financing other funds. When favorable interest rates warrant use of long term DEQ revolving loans or other long term debt instruments.
9. Reserves for loan services, regional interceptor SDCs, and operations equal to one month's total appropriations (8.33%) will be deducted from Ending Fund Balance to arrive at the Unreserved Ending Fund Balance. Five year cash flow projections will be done for the General Fund to help ensure adequate Unreserved Ending Fund Balances over time.
10. System Development Charges (SDCs) will be collected on all properties that are hooked up to sewers. These fees are based on the costs of installing existing and future system-wide interceptor, trunk, and lateral lines. SDCs collected may also be contributed to private projects where the extraordinary costs associated with extra depth, size, or length of pipe result in an unreasonable cost burden upon property owners to be served.
11. RVSS manages risk with the commitment to ensure that its resources are managed to provide returns that are of the greatest benefit to the community with the lowest amount of risk.
12. The general investment goals for RVSS are to conservatively invest monies in certificates of deposits to receive the greatest amount of return based in our current economy.
13. The financial policies listed above have not been formally adopted by the Board.

# Rogue Valley Sewer Services Budget Process

## **The Budget Adoption Process**

The Rogue Valley Sewer Services (RVSS) annual budget process routinely begins in March with the preparation of revenue and expense estimates. The Manager, Operations Manager, Engineer, Finance Director, and Network Administrator review these estimates and develop the service delivery objectives and capital outlay plan for the District as a whole.

The resulting proposed budget is presented to the Budget Committee in early May. The Budget Committee is comprised of five members appointed by the Board of Directors and the five elected Board members of Rogue Valley Sewer Services.

Oregon Revised Statutes require that the Budget Committee meet in order to hear the budget message, receive the budget document, hear persons, and approve the budget document sufficiently in advance of June 30, to allow adoption of the budget by June 30.

After approval of the budget document by the Budget Committee, a summary of the budget document, as approved by the Budget Committee, is published in a local newspaper.

A public hearing is held before the Rogue Valley Sewer Services Board of Directors in June for purposes of discussing and hearing public testimony in regards to the programs included in the budget.

The Board of Directors adopts the budget and makes appropriations and levies taxes by resolution for the ensuing fiscal year after the public hearing is closed.

If additional meetings are called for, they take place before the end of June in order to allow for adoption of the budget and the making of appropriations before June 30.

## **The Budget Amendment Process**

Oregon Budget Law allows for amendments to the District budget for reasons unforeseen at the time of adoption. The Board may adopt resolution changes that decrease one existing appropriation and increase another. Changes of ten percent or more to any fund require a supplemental budget, which involves a process similar to the annual budget process and requires a public hearing.

## **The Budget Committee**

The Budget Committee is comprised of the five members of the District Board and five citizen members appointed by the governing board. The appointed members must live in the District but cannot be employees of the District. The appointed members serve three year terms that are staggered so that approximately one third of the terms end each year.

**The Budget Basis**

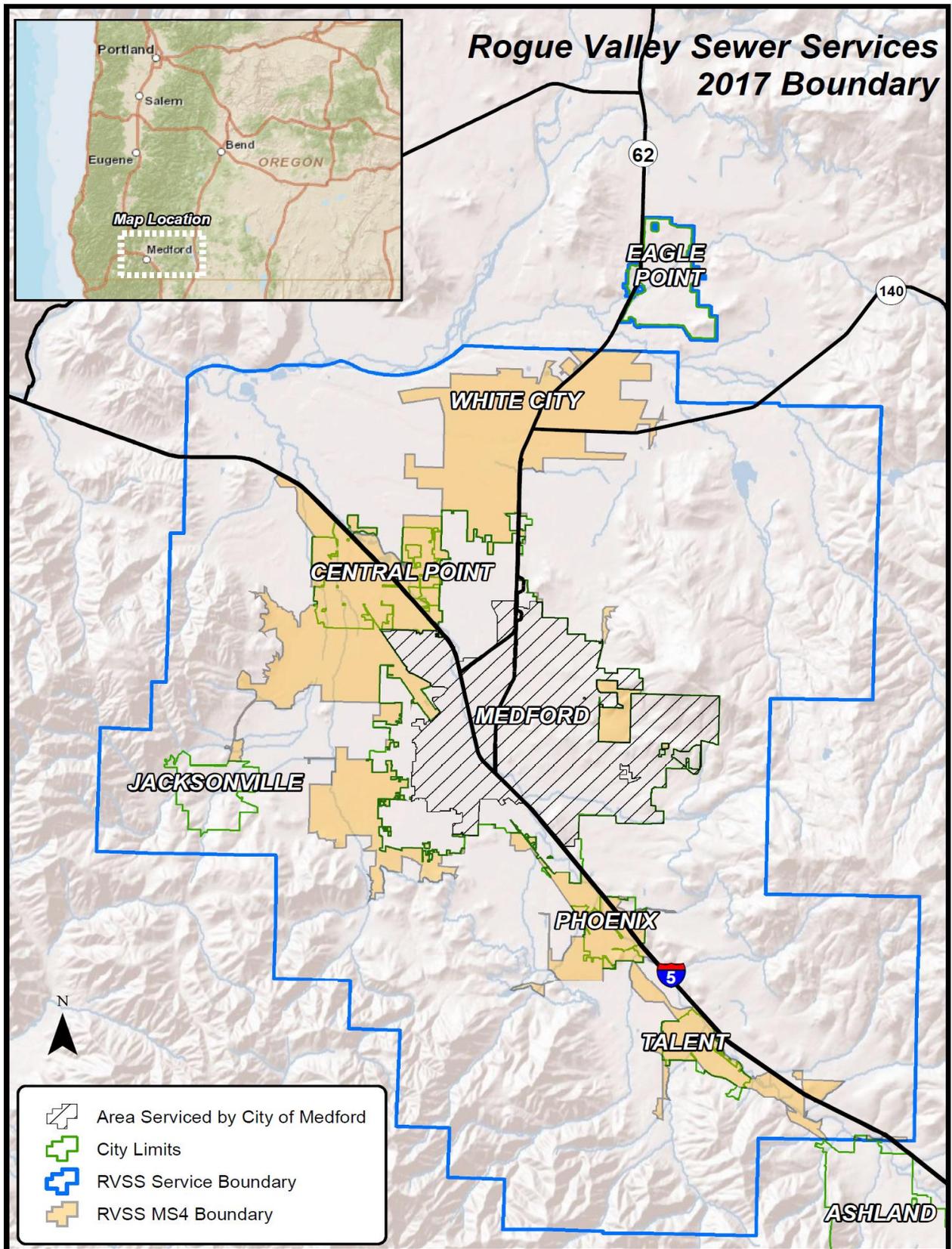
The budgets of all funds are prepared using the modified accrual basis of accounting. This means that obligations of the District are budgeted as expenditures when the related goods or services are available for use rather than when invoices are paid. However, revenues are recognized only when they are actually received.

The District manages its finances according to generally accepted accounting principles (GAAP). During the year, expenditures and revenues are closely monitored to ensure compliance with the adopted budget and State law. Detailed budget comparisons are prepared and reviewed with management quarterly. Quarterly financial reports, prepared on the budgetary basis of accounting are distributed and reviewed with the Board of Directors. The District publishes an annual financial report that documents the District's budgetary performance and the financial health of the District. This report compares budget to actual revenues and expenditures, thus documenting the District's budgetary compliance.

Annually, an audit is performed and filed with the State of Oregon by an independent certified public accountant. The basic financial statements are stated on a full accrual basis, which is different than the modified accrual basis used for budget. Under the full accrual basis of accounting, revenues are recognized when earned and expenses are recognized when liabilities are incurred, regardless of the timing of the cash flow. Budget comparisons, prepared on a modified accrual basis, are included as a schedule in the comprehensive annual financial report.

# Rogue Valley Sewer Services Budget Calendar – Fiscal Year 2018 July 1, 2017 – June 30, 2018

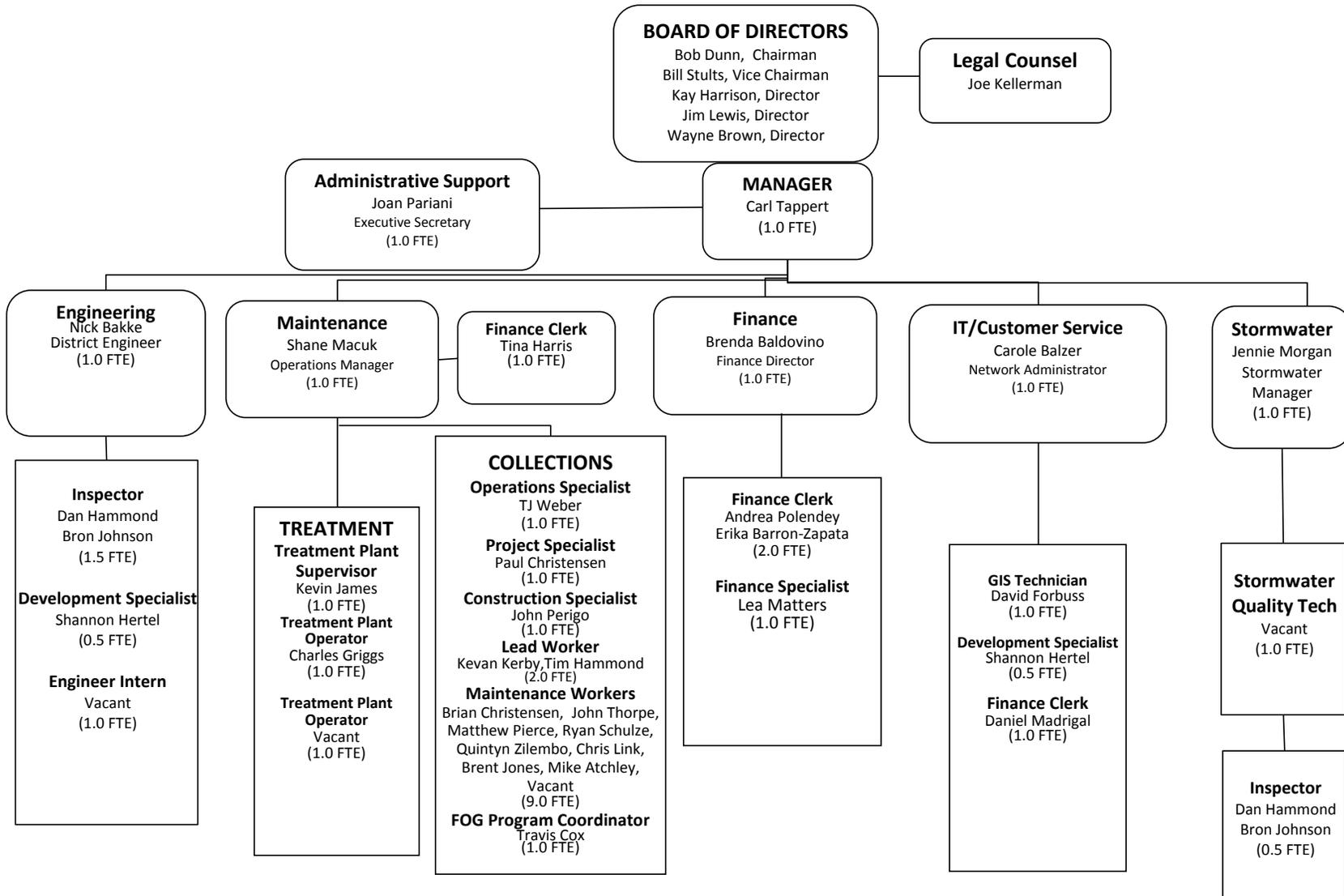
March 15, 2017	Wednesday	At regular Board of Directors meeting establish Wednesday April 26 , 2017 as the date for the public meeting of the Budget committee to consider the budget for FY18.
March 16, 2017	Thursday	Notify Budget Committee members of the time and place of the meeting.
Feb 15 - April 6, 2017		Department Heads and Manager discuss and prepare proposed budget, capital improvement plan and five year general fund cash projections.
March 29, 2017	Wednesday	Deliver notice of Budget Committee public meeting to the Mail Tribune for publication on April 7 and April 14, 2017.
April 7, 2017	Friday	Publication of notice of Budget Committee public meeting - first notice. (Not more than 30 days prior to meeting date.)
April 14, 2017	Friday	Publication of notice of Budget Committee public meeting - second notice. (Not less than 5 days prior to the meeting date.)
April 14, 2017	Friday	Send copies of the proposed budget FY18, date and schedules to the committee members; reminder of Budget Committee meeting place. At this time the budget becomes a public document. Proposed Budget FY18 to be posted on our website.
<b>April 26, 2017</b>	<b>Wednesday</b>	<b>Budget Officer presents proposed budget. Public meeting of Budget Committee at 7:00 a.m. for consideration of FY18 Budget.</b>
April 26 - May 17, 2017	Wednesday	Period during which adjourned public meetings of the Budget committee may be held if necessary.
May 19, 2017	Friday	Deliver notice of the public hearing before the Board of Directors on the approved budget together with a copy of the summary of the budget (LB-1) for publication to the Medford Mail Tribune. Publication date to be May 26, 2017 giving notice of the meeting
May 26, 2017	Friday	Publication of notice of public hearing (Form LB-1) before Board of Directors on <b>approved</b> budget with budget summaries. (not less than 5 nor more than 30 days before the scheduled budget hearing.) Approved budget posted on Web Site.
<b>June 21, 2017</b>	<b>Wednesday</b>	<b>Public hearing before the Board of Directors at 7:00 a.m. on the approved budget at the regular meeting of the Board of Directors.</b> <b>Adopt the approved budget, adopt a resolution appropriating the funds required and authorizing expenditures. Adopt the 5 year Capital Improvement Plan by resolution. Adopted budget posted on Web Site. Resolution to balance FY17 budget - move \$\$ if necessary</b>
June 16, 2017	Friday	<b>File letter to Jackson County Assessor's Office requesting extension on LB-50</b>
July 3 , 2017	Monday	File copy of adopted budget, along with notice of levy, and each notice published of the public hearing before the Board of Directors with Jackson County Clerk. Required by August 15, 2017 IF EXTENSION GRANTED.
Aug 11, 2017	Friday	File 2 copies form LB-50 Certification of Taxes, and the Resolution adopting the budget and making appropriations with the Jackson County Assessor. Required by July 3, 2017, unless extension in writing is granted. Extension will be requested until August 15, 2017.



# ROGUE VALLEY SEWER SERVICES

## Departmental Organization

### FISCAL YEAR 2017-2018



## Rogue Valley Sewer Services FY18 Adopted Budget Fund/Department Matrix

Each Fund below lists the responsible Departments for each.

<u>FUND</u>	<u>DEPARTMENT***</u>
General	10,20,30,40,50
Bear Creek Interceptor O&M	10,40,50
Dunn Pump Station O&M	10,20,40
Interceptor Capital Expansion	10,40,50
White City Storm Drains	10,40,50
Stormwater Quality Mgt.	10,20,40,50
Shady Cove Treatment	10,20,40
Shady Cove Collection	10,20,40,50
Shady Cove Capital	50
Gold Hill Treatment	10,20,40
Gold Hill Collection	10,20,40,50

*** Department 10	Administration
Department 20	Information Technology
Department 30	Engineering
Department 40	Maintenance
Department 50	Construction



**Section II. Budget Summaries All Funds**

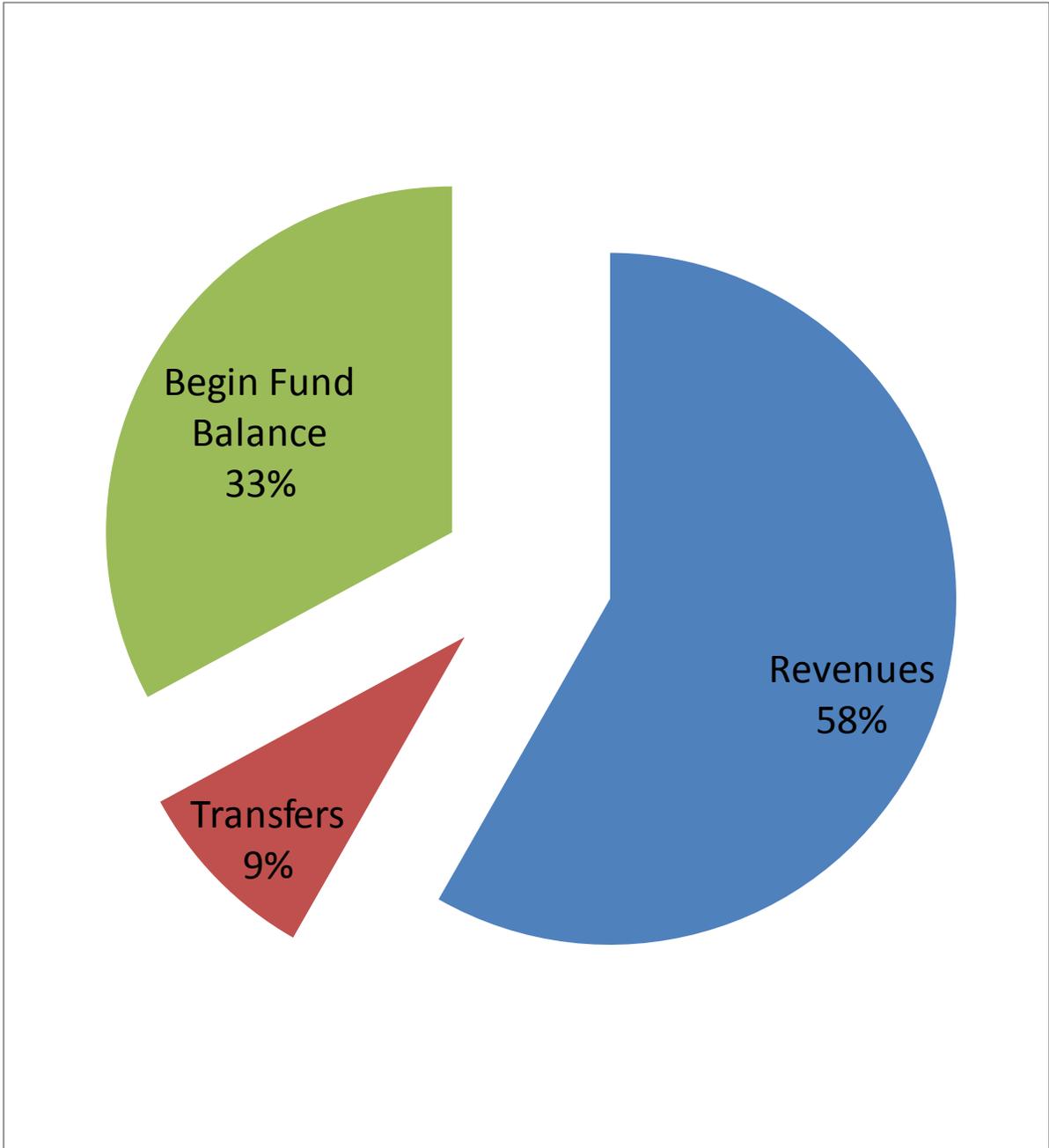
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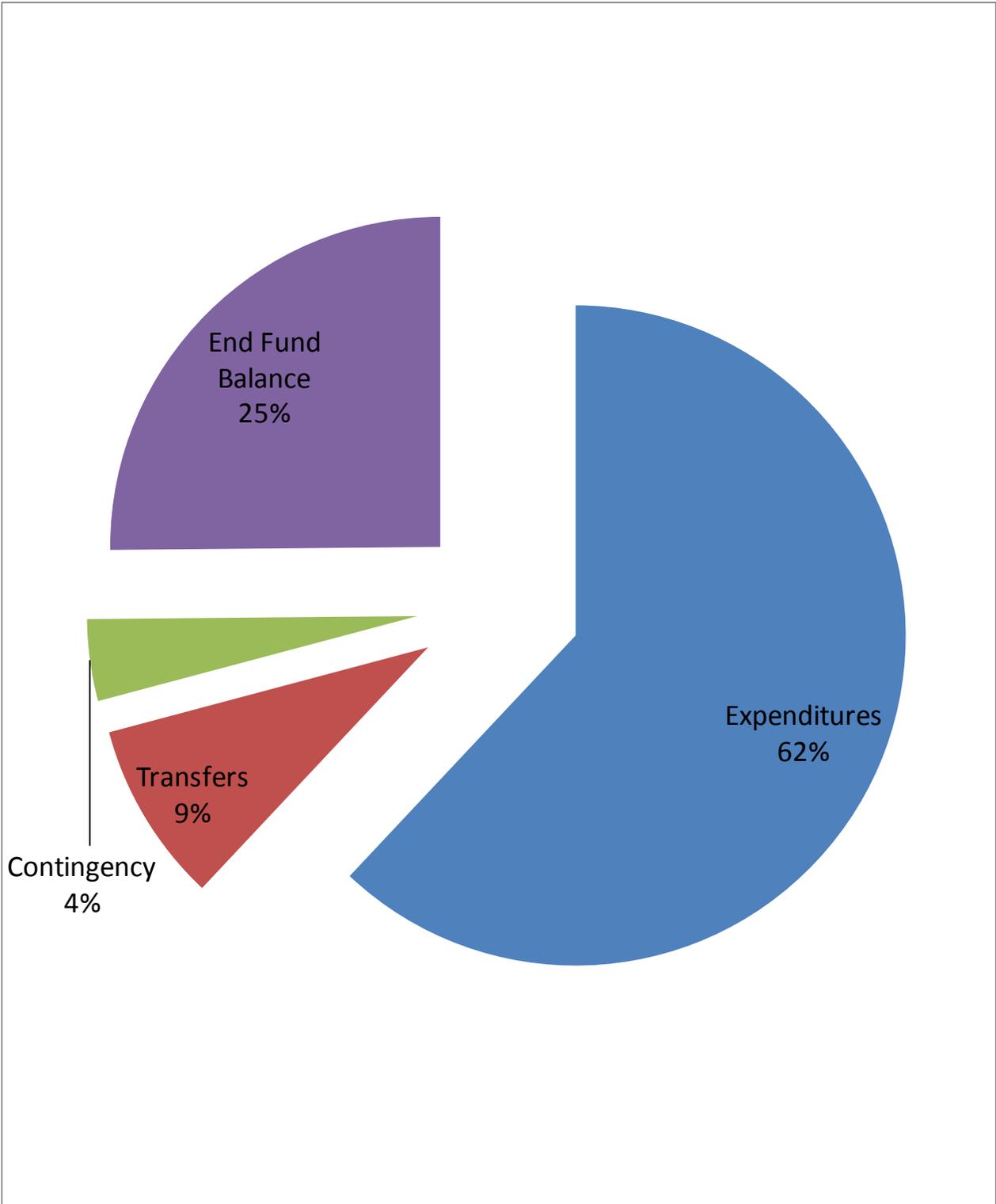
# Rogue Valley Sewer Services Resource and Requirement Summary All Funds Combined

	Actual FY15	Actual FY16	Projected FY17	Adopted FY18
<b><u>RESOURCES</u></b>				
Beginning Fund Balance	\$4,802,677	\$3,971,979	\$5,859,625	\$6,576,296
Revenues				
Service Fees	7,455,517	8,088,922	9,238,905	9,835,838
System Development Charges	328,157	606,851	500,000	500,000
Loan Proceeds	48,027	81,479	55,000	55,000
Other Revenues	1,288,723	1,346,713	1,375,500	1,254,000
Total Revenues	9,120,424	10,123,965	11,169,405	11,644,838
Transfers In (Other financing sources)	1,107,476	1,088,885	1,197,500	1,770,500
<b>Total Resources</b>	<b>\$15,030,577</b>	<b>\$15,184,829</b>	<b>\$18,226,530</b>	<b>\$19,991,634</b>
<b><u>REQUIREMENTS</u></b>				
Expenditures				
Personnel Services	2,659,906	2,711,499	3,040,542	3,636,759
Treatment Charges	2,497,440	2,748,900	3,091,511	3,323,374
Other Materials & Services	1,178,672	1,201,252	1,296,392	1,494,075
Capital Outlay - Rehab Projects	2,205,364	812,609	2,315,855	2,695,782
Capital Outlay - Other	840,812	185,717	197,864	804,960
Debt Service	568,928	576,343	510,570	440,072
Total Expenditures	9,951,122	8,236,320	10,452,734	12,395,022
Transfers Out (Other financing uses)	1,107,476	1,088,884	1,197,500	1,770,500
Contingency	-	-	-	800,000
<b>Total Appropriations</b>	<b>11,058,598</b>	<b>9,325,204</b>	<b>11,650,234</b>	<b>14,965,522</b>
Ending Fund Balance	3,971,979	5,859,625	6,576,296	5,026,112
<b>Total Requirements</b>	<b>\$15,030,577</b>	<b>\$15,184,829</b>	<b>\$18,226,530</b>	<b>\$19,991,634</b>
<b><u>ENDING FUND BALANCE</u></b>				
Ending Fund Balance	3,971,979	5,859,625	6,576,296	5,026,112
Less: Resv for Regional Intercept SDCs	1,177,264	1,307,255	1,509,225	1,712,225
Less: Operating Reserve (one month 8.33%)	(762,257)	(629,814)	(759,777)	(920,709)
<b>Unreserved Ending Fund Balance</b>	<b>\$4,386,986</b>	<b>\$6,537,066</b>	<b>\$7,325,744</b>	<b>\$5,817,628</b>

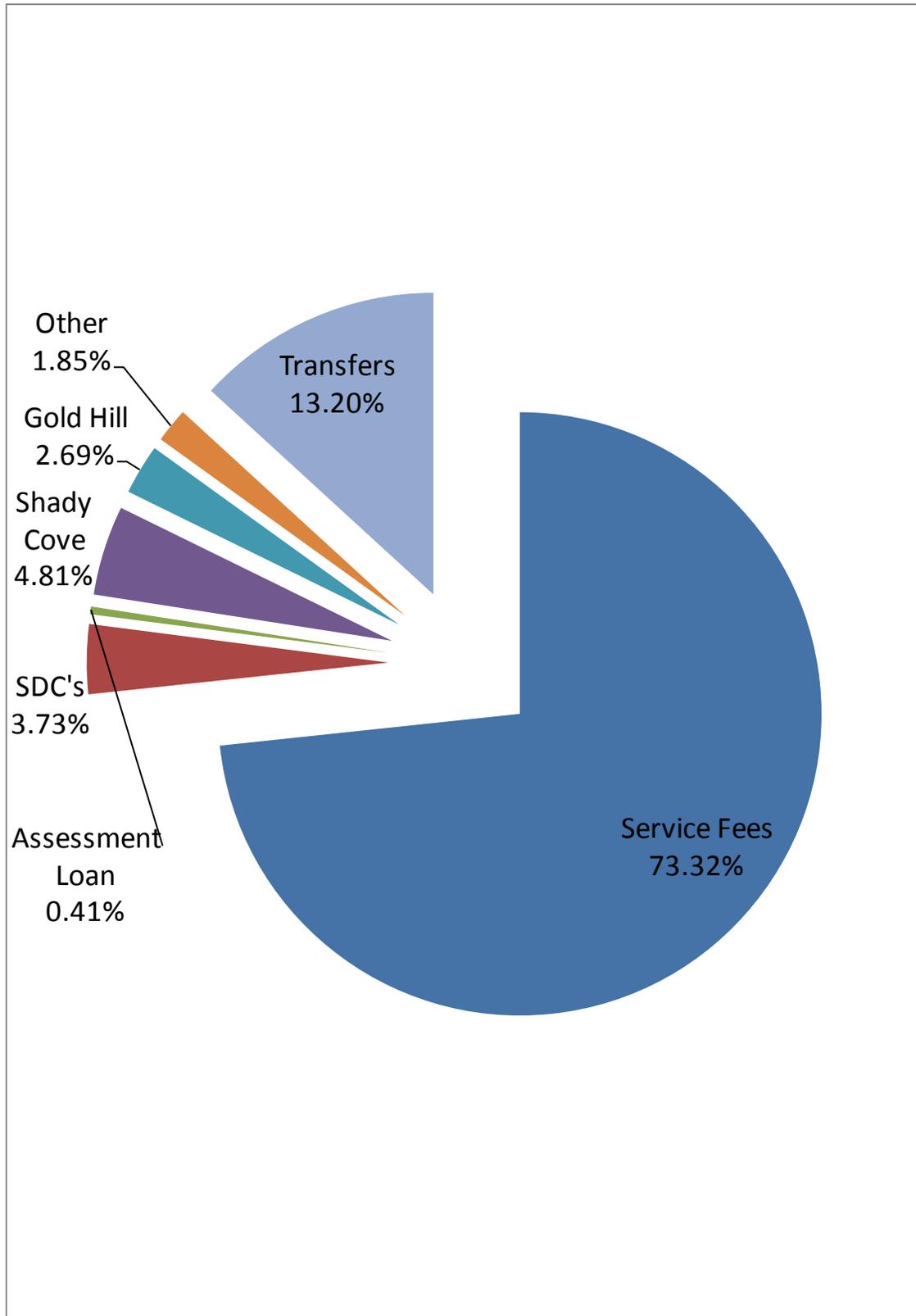
**Rogue Valley Sewer Services  
Adopted Budget FY18 All Funds  
Resources**



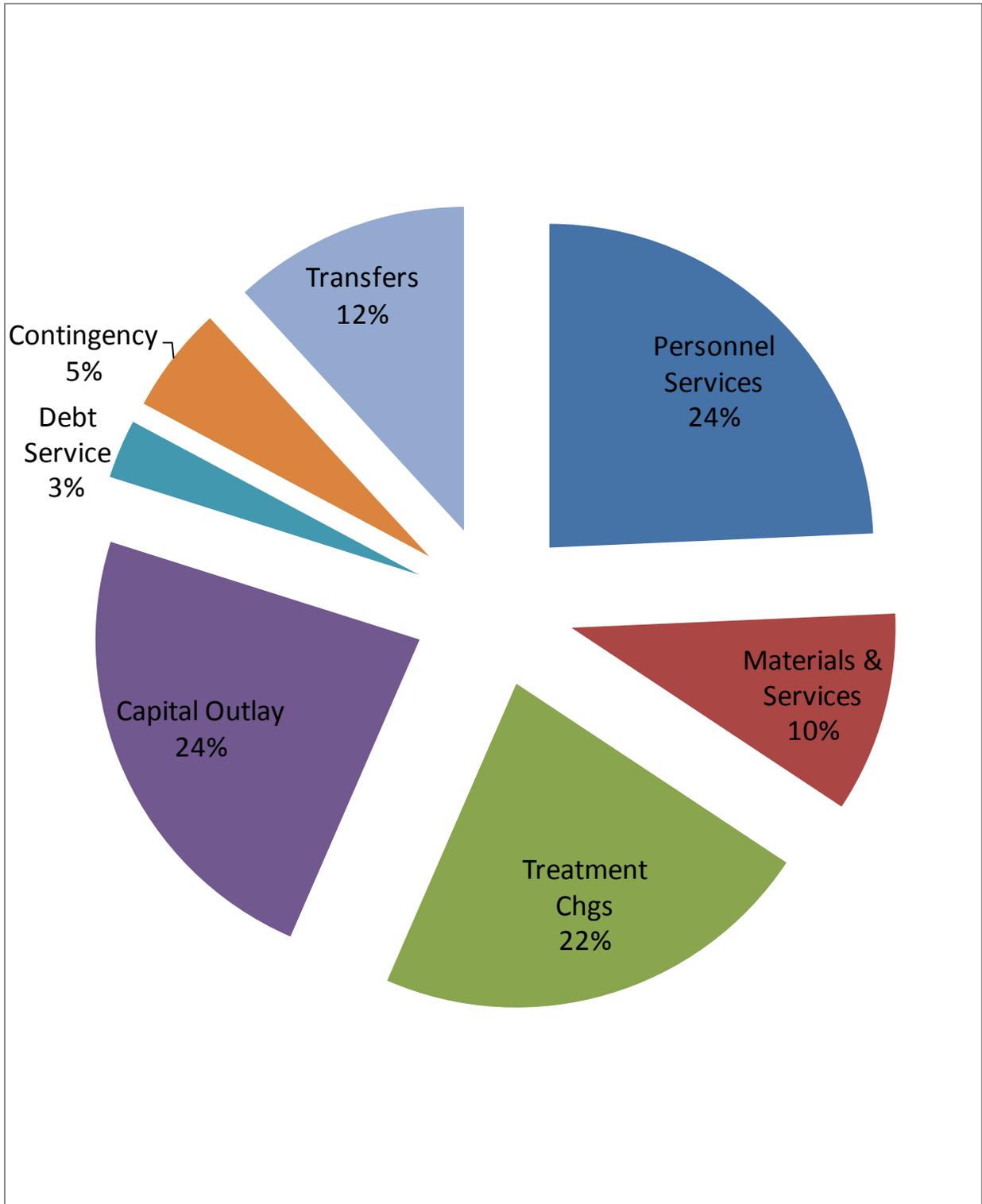
# Rogue Valley Sewer Services Adopted Budget FY18 All Funds Requirements



# Rogue Valley Sewer Services Adopted Budget FY18 All Funds Revenues



# Rogue Valley Sewer Services Adopted Budget FY18 All Funds Expenditures



# Rogue Valley Sewer Services FY18 Adopted Budget

## Resources by Fund

Funds:		Beginning Fund Balance	Total Revenues	Transfers IN	Total Resources
General Fund	01	1,306,398	9,651,838	849,500	<b>11,807,736</b>
Bear Creek Interceptor O & M	04	234,085	42,000	150,000	<b>426,085</b>
Dunn PS Operation & Maint	06	420,878	3,000	150,000	<b>573,878</b>
Interceptor Expansion	07	3,128,033	421,000	350,000	<b>3,899,033</b>
White City Storm Drain	09	346,623	75,000	0	<b>421,623</b>
Stormwater Quality	10	986,579	446,500	0	<b>1,433,079</b>
Shady Cove Treatment	50	153,036	585,000	3,000	<b>741,036</b>
Shady Cove Collection	52	0	0	80,000	<b>80,000</b>
Shady Cove Capital	55	587	60,000	150,000	<b>210,587</b>
Gold Hill O & M	60	0	360,500	0	<b>360,500</b>
Gold Hill Capital	65	0	0	38,000	<b>38,000</b>
<b>Total All Funds</b>		<b>6,576,219</b>	<b>11,644,838</b>	<b>1,770,500</b>	<b>19,991,557</b>

## Requirements by Fund

Funds:		Expenditures	Transfers OUT	Contingency	Total Appropriations	Ending Fund Balance	Total Requirements
General Fund	01	11,052,938	500,000	150,000	11,702,938	104,798	<b>11,807,736</b>
Bear Creek Interceptor O & M	04	40,800	175,000	75,000	290,800	135,285	<b>426,085</b>
Dunn PS Operation & Maint	06	82,400	24,000	75,000	181,400	392,478	<b>573,878</b>
Interceptor Expansion	07	364,102	0	350,000	714,102	3,184,931	<b>3,899,033</b>
White City Storm Drain	09	158,972	10,500	50,000	219,472	202,151	<b>421,623</b>
Stormwater Quality	10	348,600	221,000	100,000	669,600	763,479	<b>1,433,079</b>
Shady Cove Treatment	50	148,110	510,000	0	658,110	82,926	<b>741,036</b>
Shady Cove Collection	52	25,000	55,000	0	80,000	0	<b>80,000</b>
Shady Cove Capital	55	51,500	0	0	51,500	159,087	<b>210,587</b>
Gold Hill O & M	60	117,600	242,000	0	359,600	900	<b>360,500</b>
Gold Hill Capital	65	5,000	33,000	0	38,000	0	<b>38,000</b>
<b>Total All Funds</b>		<b>12,395,022</b>	<b>1,770,500</b>	<b>800,000</b>	<b>14,965,522</b>	<b>5,026,035</b>	<b>19,991,557</b>

<b>Fund Balance</b>	5,026,035
Less: Reserve for System Development Charges (General Fund)	1,712,225
Less: Operating Reserve (General Fund)	<u>(920,709)</u>
<b>Unreserved Fund Balance</b>	<b><u>5,817,551</u></b>

# Rogue Valley Sewer Services FY18 Adopted Budget

## Appropriations by Fund

Funds:		Personnel Services	Materials and Services	Capital Outlay	Debt Service	Total Expend.
General Fund	01	3,636,759	4,335,939	2,909,270	170,970	11,052,938
Bear Creek Interceptor O & M	04	0	40,800	0	0	40,800
Dunn PS Operation & Maint	06	0	82,400	0	0	82,400
Interceptor Expansion	07	0	0	95,000	269,102	364,102
White City Storm Drain	09	0	20,000	138,972	0	158,972
Stormwater Quality	10	0	47,600	301,000	0	348,600
Shady Cove Treatment	50	0	148,110	0	0	148,110
Shady Cove Collection	52	0	25,000	0	0	25,000
Shady Cove Capital	55	0	0	51,500	0	51,500
Gold Hill O & M	60	0	117,600	0	0	117,600
Gold Hill Capital	65	0	5,000	0	0	5,000
<b>Total All Funds</b>		<b>3,636,759</b>	<b>4,822,449</b>	<b>3,495,742</b>	<b>440,072</b>	<b>12,395,022</b>

Funds:		Total Expend.	Transfers	Contingency	Total Appropriations	Prior Year Total Adopted
General Fund	01	11,052,938	500,000	150,000	<b>11,702,938</b>	10,642,074
Bear Creek Interceptor O & M	04	40,800	175,000	75,000	<b>290,800</b>	318,300
Dunn PS Operation & Maint	06	82,400	24,000	75,000	<b>181,400</b>	177,900
Interceptor Expansion	07	364,102	0	350,000	<b>714,102</b>	1,131,516
White City Storm Drain	09	158,972	10,500	50,000	<b>219,472</b>	411,877
Stormwater Quality	10	348,600	221,000	100,000	<b>669,600</b>	628,800
Shady Cove Treatment	50	148,110	510,000	0	<b>658,110</b>	411,347
Shady Cove Collection	52	25,000	55,000	0	<b>80,000</b>	0
Shady Cove Capital	55	51,500	0	0	<b>51,500</b>	168,160
Gold Hill O & M	60	117,600	242,000	0	<b>359,600</b>	0
Gold Hill Capital	65	5,000	33,000	0	<b>38,000</b>	0
<b>Total All Funds</b>		<b>12,395,022</b>	<b>1,770,500</b>	<b>800,000</b>	<b>14,965,522</b>	<b>13,889,974</b>

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**Section III. Budget Details by Fund**

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# Rogue Valley Sewer Services Budget Document FY18

## Fund: General (01)

**Goals and Objectives:** The General Fund accounts for all financial transactions of Rogue Valley Sewer Services except those that are required to be accounted for separately through intergovernmental or other agreements.

**Major Source of Revenue:** The largest source of revenue for this fund is sewer service charges, which account for over 85% of General Fund revenues. The adequacy of service charges to meet operational needs is evaluated annually, and rates are adjusted as needed.

The Regional Rate Committee has approved annual 7.5% increases in treatment charges for the next five years. For FY2018 we had a rate increase of 3.16% which raised the single family residential rate from \$19.00 to \$19.60 per month. Our five year cash flow projections indicate that this increase would be followed by annual increases for the following four years.

System Development Charges (SDCs) are another important revenue source. SDCs are assessed when new development takes place. In years past SDCs accounted for as much as 30% of General Fund revenues, however the decline in the building industry has led to steep reductions in revenue raised by SDCs. SDCs now account for only about 4% of General Fund revenues. The amount of the System Development Charge is recalculated annually based on a variety of factors, including the cost of completed infrastructure projects; the value of proposed infrastructure projects; the number of current connections; and the anticipated number of future connections.

Rogue Valley Sewer Services occasionally relies on financing through the State Revolving Loan Fund to pay for capital improvements. The amount borrowed varies from year to year dependent upon the capital improvements planned.

**Major Expenditures:** General Fund expenditures are grouped into four categories: Personnel Services; Materials and Services; Capital Outlay; and Debt Service. In addition to these categories there are interfund transfers made to support other funds.

*Personnel Services* include all salaries and fringe benefits for our staff of 36 employees. Fringe benefits include a defined contribution retirement plan through the International City Managers Association (ICMA) and health insurance. Over the past ten years the Personnel Services budget has ranged from 33% to 43% of the sewer service charge revenue. For the FY18 budget the Personnel Services are expected to be 42% of service charge revenue.

## General Fund (01), continued

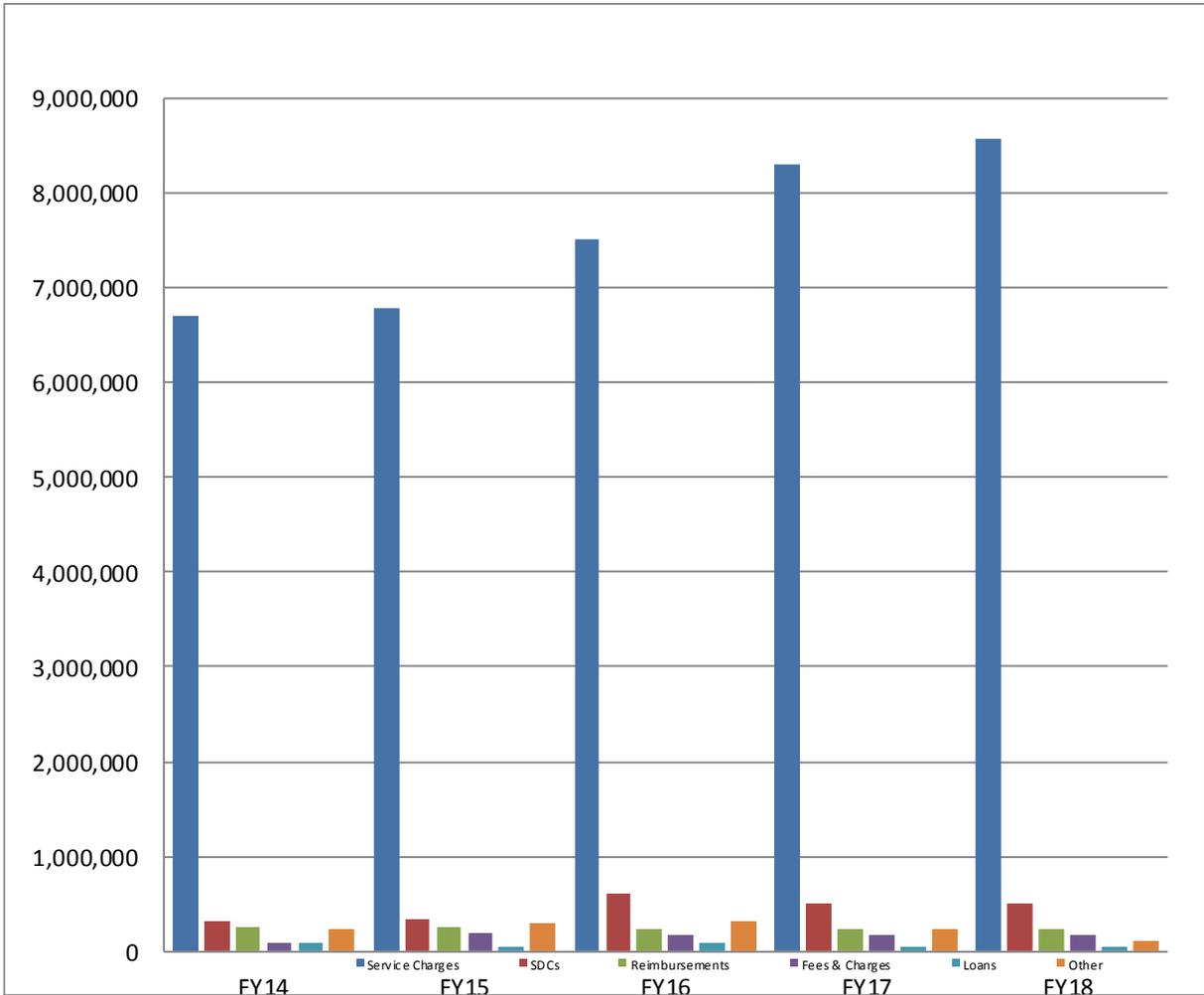
*Material and Services* includes the various supplies, minor equipment, support services, and other miscellaneous expenses incidental to the operation of the sewer system. This also includes a pass-through charge for the City of Medford to pay for our share of the treatment plant operations. The treatment charge is the single largest expense of RVSS and is a direct function of service charges received, consuming approximately 39% of service charge revenue.

*Capital Outlay* includes infrastructure projects; major equipment and vehicles; and major software expenses. Infrastructure projects are funded through a combination of SDCs, SRF Loans, and sewer service charges. All other capital outlay is funded through sewer service charges.

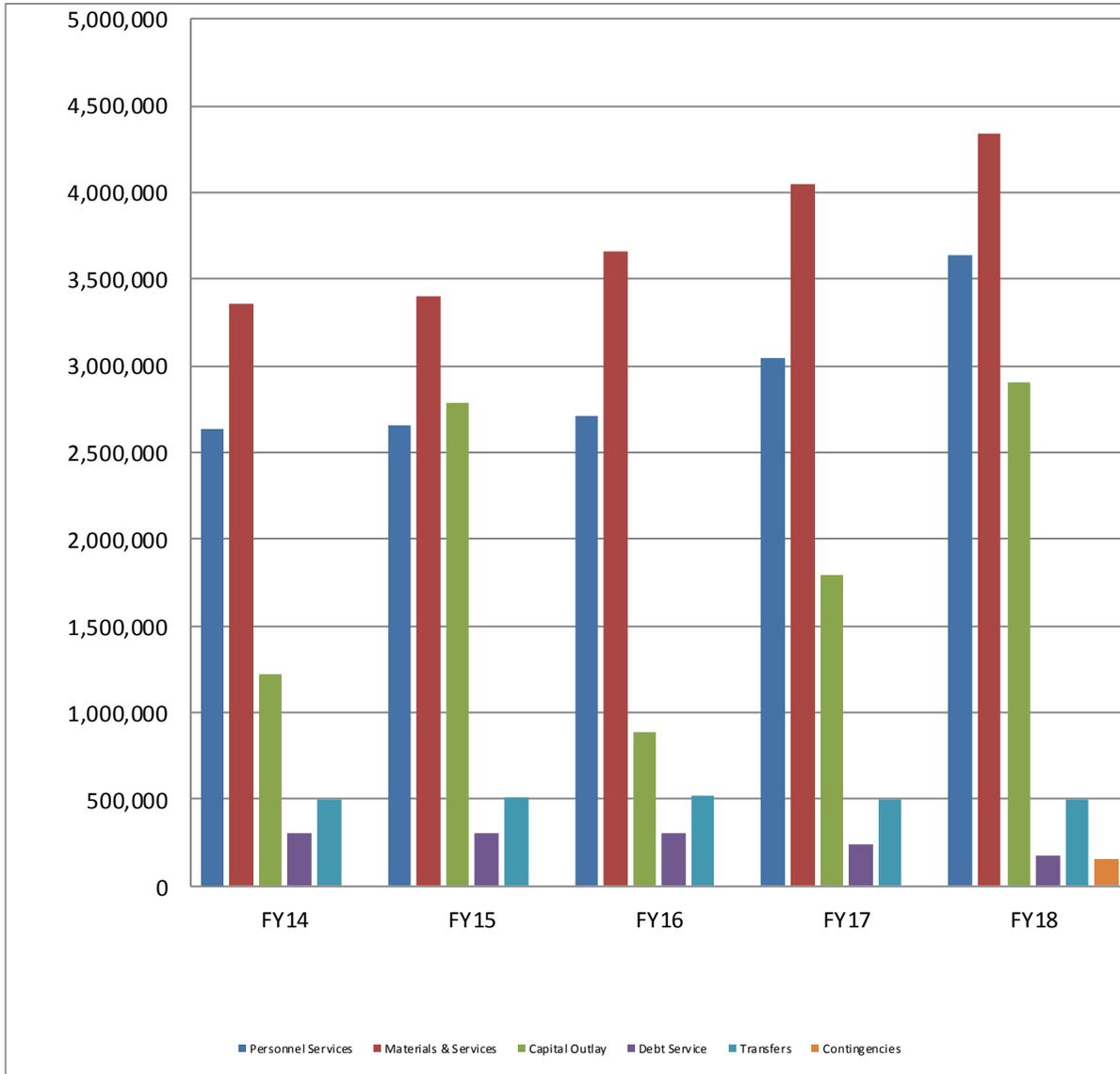
*Debt Service* covers the principle and interest payments for loans used to finance previous infrastructure projects. General Fund debt service consists of approximately 1.9% of sewer service revenue which is easily manageable without causing distress.

*Interfund Transfers* are made from the General Fund into the Regional Funds 04 and 07 in accordance with the Regional Sewer Agreement between the City of Medford and Rogue Valley Sewer Services. Occasionally transfers are made in the form of loans to other funds to make up for shortfalls in those funds. The Shady Cove Operations and Maintenance Fund 50 received a loan in FY 2012 through FY 2016.

# Rogue Valley Sewer Services Adopted Budget FY18 General Fund Revenues



# Rogue Valley Sewer Services Adopted Budget FY18 General Fund Appropriations by Category



# Rogue Valley Sewer Services

## General Fund (01)

### Resources Summary

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>1,018,798</b>	<b>(304,250)</b>	<b>752,649</b>	00	2900	<b>Beginning Fund Balance</b>	<b>1,306,399</b>	<b>1,306,399</b>	<b>1,306,399</b>
<b>REVENUES</b>								
<b>6,778,998</b>	<b>7,508,587</b>	<b>8,305,872</b>	00	3011	<b>Service Charges</b>	<b>8,568,338</b>	<b>8,568,338</b>	<b>8,568,338</b>
203,673	382,840	350,000	00	3171/7	Collection SDC	300,000	300,000	300,000
89,770	179,407	200,000	00	3121/7	Interceptor (Trunk) SDC-RVSS	150,000	150,000	150,000
8,839	6,354	10,000	00	3128	Trunk SDC-White City	10,000	10,000	10,000
25,876	38,250	20,000	00	3126	Trunk SDC- Eagle Point	40,000	40,000	40,000
<b>328,158</b>	<b>606,851</b>	<b>580,000</b>			<b>Total SDC Revenues</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>
11,150	15,411	10,000	00	3302	Loan Int Pymnts-Assessmts & SDCs	10,000	10,000	10,000
36,877	66,068	45,000	00	3511	Loan Principal-Assessmts & SDCs	45,000	45,000	45,000
<b>48,027</b>	<b>81,479</b>	<b>55,000</b>			<b>Total Loan Payments</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>
59,646	35,007	40,000	00	3282	Reimbursement-Vehicles-O&M	40,000	40,000	40,000
187,526	187,946	200,000	00	3285	Reimbursement-Labor-O&M, Design	200,000	200,000	200,000
<b>247,172</b>	<b>222,953</b>	<b>240,000</b>			<b>Total Reimbursements</b>	<b>240,000</b>	<b>240,000</b>	<b>240,000</b>
4,800	3,200	2,300	00	3211	Tap Fees	4,000	4,000	4,000
83,371	89,389	34,500	00	3231	Developer Misc. Fees	40,000	40,000	40,000
15,636	16,490	11,500	00	3241	Inspections, Permits	11,500	11,500	11,500
88,421	53,837	60,000	00	3275	Lien Search Fees	70,000	70,000	70,000
0	0	0	00	3060	Lagoon Tipping Fee	50,000	50,000	50,000
<b>192,228</b>	<b>162,916</b>	<b>108,300</b>			<b>Total Fees &amp; Charges</b>	<b>175,500</b>	<b>175,500</b>	<b>175,500</b>
25,293	125,300	8,000	00	3290	Sale of Assets	8,000	8,000	8,000
15,892	38,150	30,000	00	3251	Contractual Services	30,000	30,000	30,000
3,831	16	5,000	00	3301	Interest on Invested Funds	5,000	5,000	5,000
70,000	70,000	70,000	00	3661	Transfer from Eagle Point-Prop Taxes	0	0	0
113,148	29,895	20,000	00	3291	Other Revenue	20,000	20,000	20,000
61,445	49,197	50,000	00	3303	Late Charges	50,000	50,000	50,000
0	1,395	0	00	3304	Interfund Loan Int	0	0	0
<b>289,609</b>	<b>313,953</b>	<b>183,000</b>			<b>Total Other Revenues</b>	<b>113,000</b>	<b>113,000</b>	<b>113,000</b>
<b>7,884,192</b>	<b>8,896,739</b>	<b>9,472,172</b>			<b>TOTAL REVENUES</b>	<b>9,651,838</b>	<b>9,651,838</b>	<b>9,651,838</b>
<b>TRANSFERS</b>								
12,313	4,990	27,500	00	3904	Transfer from BCI Fund-O&M	25,000	25,000	25,000
21,533	24,256	23,500	00	3906	Transfer from Dunn Maint. Fund-O&M	24,000	24,000	24,000
7,553	2,368	10,500	00	3909	Transfer from White City SD-O&M	10,500	10,500	10,500
120,858	124,430	151,500	00	3910	Transfer from Stormwater Quality	218,000	218,000	218,000
288,031	246,515	255,000	00	3950	Transfer from Shady Cove Treatment	280,000	280,000	280,000
0	0	0	00	3952	Transfer from Shady Cove Collection	55,000	55,000	55,000
0	0	0	00	3960	Transfer from Gold Hill Treatment Fund	204,000	204,000	204,000
0	0	0	00	3965	Transfer from Gold Hill Collection Fund	33,000	33,000	33,000
<b>450,288</b>	<b>402,559</b>	<b>468,000</b>			<b>TOTAL TRANSFERS</b>	<b>849,500</b>	<b>849,500</b>	<b>849,500</b>
<b>9,353,278</b>	<b>8,995,048</b>	<b>10,692,821</b>			<b>TOTAL RESOURCES</b>	<b>11,807,737</b>	<b>11,807,737</b>	<b>11,807,737</b>

# Rogue Valley Sewer Services General Fund (01) Requirements Summary

Actual FY15	Actual FY16	Adopted Budget FY17	Department / Category	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>EXPENDITURES</b>						
2,659,905	2,711,498	3,040,441	Personal Services	3,636,757	3,636,757	3,636,757
3,403,907	3,656,210	4,057,715	Materials & Services	4,335,939	4,335,939	4,335,939
2,781,560	889,574	2,653,960	Capital Outlay	2,909,270	2,909,270	2,909,270
305,368	306,289	239,958	Debt Service	170,970	170,970	170,970
<b>9,150,740</b>	<b>7,563,571</b>	<b>9,992,074</b>	<b>TOTAL EXPENDITURES</b>	<b>11,052,936</b>	<b>11,052,936</b>	<b>11,052,936</b>
<b>506,788</b>	<b>518,475</b>	<b>500,000</b>	<b>Transfers to Other Funds</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>
<b>0</b>	<b>0</b>	<b>150,000</b>	<b>Contingency</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>9,657,528</b>	<b>8,082,046</b>	<b>10,642,074</b>	<b>TOTAL APPROPRIATIONS</b>	<b>11,702,936</b>	<b>11,702,936</b>	<b>11,702,936</b>
<b>(304,250)</b>	<b>913,002</b>	<b>50,747</b>	<b>Ending Fund Balance</b>	<b>104,801</b>	<b>104,801</b>	<b>104,801</b>
<b>9,353,278</b>	<b>8,995,048</b>	<b>10,692,821</b>	<b>TOTAL REQUIREMENTS</b>	<b>11,807,737</b>	<b>11,807,737</b>	<b>11,807,737</b>
(304,250)	913,002	50,747	Ending Fund Balance	104,801	104,801	104,801
1,177,264	1,307,255	1,394,099	Less Interceptor SDC Reserve	1,712,225	1,712,225	1,712,225
(762,257)	(629,814)	(832,340)	Less Operating Reserve (8.33% Exp)	(920,710)	(920,710)	(920,710)
<b>110,757</b>	<b>1,590,443</b>	<b>612,506</b>	<b>Unreserved Ending Fund Bal.</b>	<b>896,316</b>	<b>896,316</b>	<b>896,316</b>

# Rogue Valley Sewer Services

## General Fund (01)

### Expenditures Detail – Personnel Services

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>Personnel Services</b>								
429,966	459,427	464,976	10	5010	Salaries	630,115	630,115	630,115
111,938	114,617	113,789	20	5010	Salaries	122,719	122,719	122,719
325,980	329,918	475,152	30	5010	Salaries	444,614	444,614	444,614
814,673	980,895	1,068,874	40	5010	Salaries	1,142,106	1,142,106	1,142,106
187,701	0	0	50	5010	Salaries	0	0	0
751	1,265	500	10	5012	Overtime	600	600	600
7,631	1,663	8,000	30	5012	Overtime	8,000	8,000	8,000
35,563	49,777	33,000	40	5012	Overtime	33,000	33,000	33,000
4,924	0	0	50	5012	Overtime	0	0	0
0	0	5,000	30	5015	On Call	5,000	5,000	5,000
6,731	5,724	9,500	40	5015	On Call	10,000	10,000	10,000
1,370	0	0	50	5015	On Call	0	0	0
0	0	15,000	10	5018	Part Time	15,000	15,000	15,000
<b>1,927,228</b>	<b>1,943,286</b>	<b>2,193,791</b>			<b>Total Salaries</b>	<b>2,411,154</b>	<b>2,411,154</b>	<b>2,411,154</b>
83,501	97,290	87,437	10	5241	Medical & Dental Insurance	170,500	170,500	170,500
19,499	27,903	29,145	20	5241	Medical & Dental Insurance	31,000	31,000	31,000
79,202	78,063	78,437	30	5241	Medical & Dental Insurance	139,500	139,500	139,500
183,436	227,564	254,479	40	5241	Medical & Dental Insurance	434,000	434,000	434,000
43,838	0	0	50	5241	Medical & Dental Insurance	0	0	0
55,591	60,695	57,166	10	5275	Retirement Plan	73,720	73,720	73,720
8,210	10,023	12,876	20	5275	Retirement Plan	10,554	10,554	10,554
26,780	16,176	29,996	30	5275	Retirement Plan	38,237	38,237	38,237
69,979	72,491	89,716	40	5275	Retirement Plan	98,221	98,221	98,221
14,338	0	0	50	5275	Retirement Plan	0	0	0
22,694	25,743	26,365	10	5111	Social Security	34,956	34,956	34,956
6,608	8,838	9,283	20	5111	Social Security	7,609	7,609	7,609
20,263	16,427	24,075	30	5111	Social Security	27,566	27,566	27,566
50,991	64,775	64,679	40	5111	Social Security	70,811	70,811	70,811
11,894	0	0	50	5111	Social Security	0	0	0
7,137	1,672	2,000	10	5122	Unemployment Self Insurance	2,000	2,000	2,000
5,490	0	0	40	5122	Unemployment Self Insurance	0	0	0
6,751	7,785	6,765	10	5123	Medicare	9,137	9,137	9,137
1,546	2,067	2,171	20	5123	Medicare	1,779	1,779	1,779
4,739	3,842	5,630	30	5123	Medicare	6,447	6,447	6,447
11,606	13,716	15,126	40	5123	Medicare	16,561	16,561	16,561
2,782	0	0	50	5123	Medicare	0	0	0
(4,894)	4,900	8,980	10	5233	Worker's Compensation	9,000	9,000	9,000
(1,335)	912	1,680	20	5233	Worker's Compensation	2,000	2,000	2,000
(3,040)	2,830	5,200	30	5233	Worker's Compensation	5,200	5,200	5,200
(9,137)	10,352	19,010	40	5233	Worker's Compensation	20,000	20,000	20,000
(1,090)	0	0	50	5233	Worker's Compensation	0	0	0
176	175	174	10	5235	Worker's Assessment Expense	175	175	175
39	59	30	20	5235	Worker's Assessment Expense	30	30	30
179	164	160	30	5235	Worker's Assessment Expense	160	160	160
365	487	482	40	5235	Worker's Assessment Expense	490	490	490
99	0	0	50	5235	Worker's Assessment Expense	0	0	0
3,933	3,097	3,321	10	5250	LTD, Life Insurance, RHS	3,500	3,500	3,500
706	934	704	20	5250	LTD, Life Insurance, RHS	750	750	750
2,277	1,768	2,518	30	5250	LTD, Life Insurance, RHS	2,600	2,600	2,600
6,062	7,464	9,045	40	5250	LTD, Life Insurance, RHS	9,100	9,100	9,100
1,464	0	0	50	5250	LTD, Life Insurance, RHS	0	0	0
<b>732,677</b>	<b>768,212</b>	<b>846,650</b>			<b>Total Fringe Benefits</b>	<b>1,225,603</b>	<b>1,225,603</b>	<b>1,225,603</b>
<b>2,659,905</b>	<b>2,711,498</b>	<b>3,040,441</b>			<b>TOTAL PERSONNEL SERVICES</b>	<b>3,636,757</b>	<b>3,636,757</b>	<b>3,636,757</b>

**Rogue Valley Sewer Services  
 General Fund (01)  
 Expenditures Detail – Personnel Services**

**Staffing Levels – Full Time Equivalent (FTE)**

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adpoted Budget FY18
6.0	6.0	6.00		10	Administration	7.85	7.85	7.85
1.0	2.0	1.65		20	Information Technology	1.65	1.65	1.65
4.6	5.0	6.35		30	Engineering	6.50	6.50	6.50
13.0	13.6	19.00		40	Maintenance	20.00	20.00	20.00
4.4	3.4	0.00		50	Construction	0.00	0.00	0.00
<b>29.0</b>	<b>30.0</b>	<b>33.00</b>			<b>Total FTE</b>	<b>36.00</b>	<b>36.00</b>	<b>36.00</b>

# Rogue Valley Sewer Services

## General Fund (01)

### Expenditures Detail – Materials & Services

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>MATERIALS &amp; SERVICES</b>								
16,770	17,790	18,000	10	7111	Audit	25,000	25,000	25,000
48,536	36,122	30,000	10	7112	Legal Services	30,000	30,000	30,000
9,602	10,401	20,000	10	7113	Professional Services	20,000	20,000	20,000
0	0	1,800	20	7113	Professional Services	30,400	30,400	30,400
9,742	6,968	0	10	7115	Newsletters	10,000	10,000	10,000
90,297	125,716	135,000	10	7121	Bank Charges	135,000	135,000	135,000
3,062	2,172	4,000	10	7152	Publication Expense	4,000	4,000	4,000
747	1,506	1,000	10	7166	Recording fees	1,000	1,000	1,000
68,381	72,003	70,000	10	7177	Contractual Services - Billing	70,000	70,000	70,000
32,682	31,821	30,000	10	7211	Supplies, Office, Billing	30,000	30,000	30,000
3,681	5,016	3,500	30	7211	Supplies, Office, Billing	3,500	3,500	3,500
1,003	432	2,500	20	7223	Supplies, Computer	2,500	2,500	2,500
65,230	59,559	48,000	10	7255	Postage & Freight	60,500	60,500	60,500
1,532	2,512	1,600	40	7255	Postage & Freight	1,600	1,600	1,600
469	1,138	1,000	40	7300	Occupancy Permits	1,000	1,000	1,000
1,210	500	800	10	7311	Board Member Expenses	800	800	800
110	0	800	10	7533	Physical Examinations	800	800	800
0	0	0	30	7533	Physical Examinations	800	800	800
2,450	3,649	2,500	40	7533	Physical Examinations	2,500	2,500	2,500
176	0	0	50	7533	Physical Examinations	0	0	0
18,070	25,718	15,000	10	7544	Travel, Lodging, Meals, Training	15,000	15,000	15,000
1,013	4,010	4,000	20	7544	Travel, Lodging, Meals, Training	6,000	6,000	6,000
4,538	1,118	8,000	30	7544	Travel, Lodging, Meals, Training	8,000	8,000	8,000
9,383	27,010	22,000	40	7544	Travel, Lodging, Meals, Training	22,000	22,000	22,000
4,183	0	0	50	7544	Travel, Lodging, Meals, Training	0	0	0
8,417	8,084	7,000	10	7588	Memberships & Subscriptions	7,000	7,000	7,000
50	0	600	20	7588	Memberships & Subscriptions	600	600	600
3,250	0	3,500	30	7588	Memberships & Subscriptions	3,500	3,500	3,500
807	250	300	40	7588	Memberships & Subscriptions	1,500	1,500	1,500
62,336	63,920	68,575	20	7622	Computer Software Maintenance	72,625	72,625	72,625
8,896	51,112	40,000	40	7631	System Maintenance	40,000	40,000	40,000
44,830	0	0	40	7633	Service Line Construction	0	0	0
0	464	500	10	7641	Safety Supplies, Clothing	500	500	500
1,323	1,175	1,000	30	7641	Safety Supplies, Clothing	1,000	1,000	1,000
11,622	21,120	20,000	40	7641	Safety Supplies, Clothing	8,000	8,000	8,000
3,474	0	0	50	7641	Safety Supplies, Clothing	0	0	0
0	0	0	40	7642	Clothing	12,000	12,000	12,000
1,235	1,072	3,000	10	7650	Equipment Maint. - Admin	3,000	3,000	3,000
96,951	52,814	80,000	40	7651	Equipment & Vehicle Maint. - O&M	80,000	80,000	80,000
46,887	35,187	50,000	40	7652	Vehicle Fuel	40,000	40,000	40,000
500	658	6,000	10	7653	Equipment, O&M (under \$3,000)	6,000	6,000	6,000
0	153	0	20	7653	Equipment, O&M (under \$3,000)	0	0	0
319	31	3,000	30	7653	Equipment, O&M (under \$3,000)	3,000	3,000	3,000
2,947	5,487	10,000	40	7653	Equipment, O&M (under \$3,000)	10,000	10,000	10,000
1,305	0	0	50	7653	Equipment, O&M (under \$3,000)	0	0	0
24,602	12,785	33,240	20	7654	Equip, Computers (under \$3,000)	24,540	24,540	24,540
14,575	25,582	20,000	40	7681	Pump Station, Lagoon Maint.	20,000	20,000	20,000
98	0	1,000	30	7682	FOG Maintenance	1,000	1,000	1,000
4,615	4,483	5,000	40	7685	Lagoon Maint.	10,000	10,000	10,000
11,491	6,574	20,000	40	7691	Step/Steg Maint.	20,000	20,000	20,000
3,457	2,456	4,000	10	7699	Bldg & Grounds Maintenance	4,000	4,000	4,000
30,333	31,135	30,000	40	7699	Bldg & Grounds Maintenance	30,000	30,000	30,000
8,566	9,265	10,000	40	7710	Alarms - Pump Stations	8,000	8,000	8,000
13,553	14,540	15,000	10	7711	Communication & Alarm	15,000	15,000	15,000
0	0	0	20	7711	Communication & Alarm	2,000	2,000	2,000
371	216	0	30	7711	Communication & Alarm	0	0	0
2,873	1,566	2,000	40	7711	Communication & Alarm	2,100	2,100	2,100
186	0	0	50	7711	Communication & Alarm	0	0	0

# Rogue Valley Sewer Services

## General Fund (01)

### Expenditures Detail – Materials & Services

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>MATERIALS &amp; SERVICES, cont'd</b>								
4,988	3,269	4,000	20	7712	Communications - Internet Services	4,000	4,000	4,000
30,645	28,791	25,000	40	7755	Power - Pump Stations	25,000	25,000	25,000
16,175	16,063	20,000	10	7756	Utilities & Power	20,000	20,000	20,000
49,450	46,666	52,000	10	7849	Property Insurance	52,000	52,000	52,000
2,090	2,421	2,000	10	7995	Other Expenses	4,300	4,300	4,300
85	0	0	20	7995	Other Expenses	0	0	0
245	0	500	30	7995	Other Expenses	500	500	500
53	24,810	1,000	40	7995	Other Expenses	1,000	1,000	1,000
0	0	0	50	7995	Other Expenses	0	0	0
<b>906,467</b>	<b>907,310</b>	<b>957,715</b>			<b>MATERIALS &amp; SERVICES</b>	<b>1,012,565</b>	<b>1,012,565</b>	<b>1,012,565</b>
<b>2,497,440</b>	<b>2,748,900</b>	<b>3,100,000</b>	<b>10</b>	<b>7010</b>	<b>TREATMENT CHARGES</b>	<b>3,323,374</b>	<b>3,323,374</b>	<b>3,323,374</b>
<b>3,403,907</b>	<b>3,656,210</b>	<b>4,057,715</b>			<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>4,335,939</b>	<b>4,335,939</b>	<b>4,335,939</b>

# Rogue Valley Sewer Services

## General Fund (01)

### Expenditures Detail – Capital Outlay

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>INFRASTRUCTURE PROJECTS &amp; JOBS</b>								
1,940,749	703,857	2,347,460	50		Collection System Rehabilitation	2,094,310	2,094,310	2,094,310
0	0	0	50		Non SDC Lagoons Vector Waste	10,000	10,000	10,000
<b>1,940,749</b>	<b>703,857</b>	<b>2,347,460</b>		<b>6001</b>	<b>Total Infrastructure Projects</b>	<b>2,104,310</b>	<b>2,104,310</b>	<b>2,104,310</b>
<b>EQUIPMENT</b>								
<b><u>Vehicles</u></b>								
230,464	0	0	40	6100	Replace TV Equip in both trucks	0	0	0
10,254	0	0	40	6100	Shared Gator Cam	0	0	0
1,306	0	0	40	6100	Split Deck Tilt Trailer	0	0	0
1,306	0	0	50	6100	Split Deck Tilt Trailer	0	0	0
28,197	0	0	40	6100	2015 GMC Sierra truck #31	0	0	0
26,405	0	0	40	6100	2015 GMC Sierra truck #32	0	0	0
27,279	0	0	40	6100	2015 GMC Sierra truck #33	0	0	0
26,698	0	0	40	6100	2015 GMC Sierra truck #34	0	0	0
0	0	42,000	40	6100	Propane conversion	0	0	0
433,716	2,246	0	40	6100	Flusher Truck #37	0	0	0
0	29,759	0	40	6100	Unit #2 Replacement - New #35	0	0	0
0	29,759	0	40	6100	Unit #1 Replacement - New #36	0	0	0
0	55,034	0	40	6100	Bobcat Mini Excavator	0	0	0
0	0	43,000	40	6100	Replace Unit #16 - New #39	0	0	0
0	0	56,000	40	6100	Compact Trac-Loader	0	0	0
0	0	40,000	40	6100	2017 GMC Terrain Truck #38	0	0	0
0	0	0	40	6100	Unit #12 Replacement	50,000	50,000	50,000
0	0	0	40	6100	Unit #11 Replacement-little dump truck	100,000	100,000	100,000
0	0	0	40	6100	New Flusher Truck	475,000	475,000	475,000
<b><u>Maintenance</u></b>								
0	13,919	0	40	6100	MH Shoring	0	0	0
0	24,546	0	40	6100	Trench Box Shoring	0	0	0
0	9,595	0	40	6100	Jump Shoring	0	0	0
0	7,713	0	40	6100	Flail Mower	0	0	0
0	4,900	0	40	6100	Bulldozer Scraper Nozzle	0	0	0
6,437	0	0	40	6100	Dynatel Locator	0	0	0
22,493	0	0	40	6100	Chain Flails	0	0	0
4,725	0	0	40	6100	Chain Flails	0	0	0
5,615	0	0	40	6100	Pipe Laser	0	0	0
0	0	3,500	40	6100	Pipe Patch & Repair Equip	0	0	0
0	0	3,000	40	6100	Enclosed 6X12 Trailer for Pipe Patch Eq	0	0	0
0	0	3,500	40	6100	Bulldog 3/4" flusher nozzle	0	0	0
0	0	7,000	40	6100	Hydraulic Angle Broom	0	0	0
0	0	5,500	40	6100	Walk behind street saw	0	0	0
0	0	0	40	6100	Facilities Generator	12,000	12,000	12,000
<b><u>Administration</u></b>								
0	8,246	0	20	6100	Large Format Printer for Engineering	0	0	0
10,625	0	0	20	6100	Server & Software	0	0	0
5,291	0	0	20	6100	Website Design	0	0	0
0	0	15,000	10	6100	Office Carpet	0	0	0
0	0	75,000	10	6100	Solar Power project	0	0	0
0	0	9,000	20	6100	Copier	0	0	0
0	0	4,000	20	6100	HD Surveillance	0	0	0
0	0	0	20	6100	Accela Server Replacement	12,000	12,000	12,000
0	0	0	20	6100	Storage for GIS system-Onsite or Cloud	31,000	31,000	31,000
0	0	0	20	6100	Licenses for GIS-Centric	93,460	93,460	93,460
0	0	0	10	6100	Office Desk	6,500	6,500	6,500
0	0	0	10	6100	Offices in Engineering Dept	25,000	25,000	25,000
<b>840,811</b>	<b>185,717</b>	<b>306,500</b>			<b>Total Equipment</b>	<b>804,960</b>	<b>804,960</b>	<b>804,960</b>
<b>2,781,560</b>	<b>889,574</b>	<b>2,653,960</b>			<b>TOTAL CAPITAL OUTLAY</b>	<b>2,909,270</b>	<b>2,909,270</b>	<b>2,909,270</b>

# Rogue Valley Sewer Services

## General Fund (01)

### Expenditures Detail –Debt, Transfers Out, Contingency

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>DEBT SERVICE</b>								
137,220	136,585	67,963	10	9520	DEQ Loan - Eagle Point (1996)	-	-	-
44,120	42,620	45,119	10	9520	OEDD Loan - Eagle Point (1997)	44,334	44,334	44,334
124,028	127,084	126,876	10	9520	Revenue Bond Series 2013	126,636	126,636	126,636
<b>305,368</b>	<b>306,289</b>	<b>239,958</b>			<b>TOTAL DEBT SERVICE</b>	<b>170,970</b>	<b>170,970</b>	<b>170,970</b>
<b>TRANSFERS</b>								
167,853	171,724	150,000	10	9804	BCI Fund 04	150,000	150,000	150,000
338,935	346,751	350,000	10	9807	Interceptor Capital Fund 07	350,000	350,000	350,000
<b>506,788</b>	<b>518,475</b>	<b>500,000</b>			<b>TOTAL TRANSFERS</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>
<b>0</b>	<b>0</b>	<b>150,000</b>			<b>CONTINGENCY</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>

# Rogue Valley Sewer Services Budget Document FY18

## **Fund: Bear Creek Interceptor Operations & Maintenance (04)**

**Goals and Objectives:** The Bear Creek Interceptor is a regional facility serving both the City of Medford and Rogue Valley Sewer Services. It consists of the Upper Bear Creek Interceptor, the Lower Bear Creek Interceptor, and the Old Medford Trunk. Rogue Valley Sewer Services is responsible for the operation and maintenance of this facility in accordance with the Regional Sewer Agreement between RVSS and the City of Medford.

This fund is used to account for the costs associated with this operation and maintenance. This fund is intended to be a break-even with a small ending fund balance. In 2007 the fund balance had grown to the point that assessments were suspended for all of FY 2008 and half of FY 2009

**Major Source of Revenue:** Revenue for this fund comes from assessments charged to the City of Medford and RVSS. The assessment is based on the total number of equivalent residential units (ERU) and the amount of flow contributed to each of the interceptors. The current assessment is \$0.12 per ERU for the City of Medford and \$0.52 per ERU for RVSS.

**Major Expenditures:** Expenditures from this fund consist of costs associated with the operations and maintenance of the facility and a transfer to Fund 06 for the operation and maintenance of the Dunn Pump Station.

Equipment and Labor costs incurred during the operation and maintenance of the interceptor are reimbursed back into the General Fund 01. A total of \$150,000 is transferred to the Dunn Pump Station Operations and Maintenance

# Rogue Valley Sewer Services

## Bear Creek Interceptor Operations & Maintenance Fund (04)

### Resources & Requirements

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #		Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>160,273</b>	<b>200,647</b>	<b>198,447</b>	00	<b>2900</b>	<b>Beginning Fund Balance</b>	<b>234,086</b>	<b>234,086</b>	<b>234,086</b>
41,978	41,407	40,000	00	3410	Maintenance Fees - City of Medford	40,000	40,000	40,000
846	1,400	600	00	3301	Interest	2,000	2,000	2,000
<b>42,824</b>	<b>42,807</b>	<b>40,600</b>			<b>TOTAL REVENUES</b>	<b>42,000</b>	<b>42,000</b>	<b>42,000</b>
167,853	171,724	150,000	00	3901	Transfer from RVSS General Fund	150,000	150,000	150,000
<b>167,853</b>	<b>171,724</b>	<b>150,000</b>			<b>TOTAL TRANSFERS</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>370,950</b>	<b>415,178</b>	<b>389,047</b>			<b>TOTAL RESOURCES</b>	<b>426,086</b>	<b>426,086</b>	<b>426,086</b>
<b>EXPENDITURES</b>								
Materials and Services:								
35	0	300	40	7255	Postage	300	300	300
4,966	3,508	30,000	40	7601	Flow Monitoring	30,000	30,000	30,000
2,450	3,794	10,000	40	7631	Maintenance - System	10,000	10,000	10,000
539	0	500	40	7710	Pump Station Alarms	500	500	500
<b>7,990</b>	<b>7,302</b>	<b>40,800</b>			<b>Total Materials and Services</b>	<b>40,800</b>	<b>40,800</b>	<b>40,800</b>
Capital Projects:								
0	0	0	50	6100		0	0	0
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>7,990</b>	<b>7,302</b>	<b>40,800</b>			<b>TOTAL EXPENDITURES</b>	<b>40,800</b>	<b>40,800</b>	<b>40,800</b>
Transfers								
11,534	4,236	20,000	10	9850	General Fund - Labor	20,000	20,000	20,000
779	754	7,500	10	9870	General Fund - Vehicles	5,000	5,000	5,000
150,000	150,000	150,000	10	9806	Dunn Operations & Maintenance Fund	150,000	150,000	150,000
<b>162,313</b>	<b>154,990</b>	<b>177,500</b>			<b>TOTAL TRANSFERS</b>	<b>175,000</b>	<b>175,000</b>	<b>175,000</b>
<b>0</b>	<b>0</b>	<b>50,000</b>			<b>CONTINGENCY</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
<b>170,303</b>	<b>162,292</b>	<b>268,300</b>			<b>TOTAL APPROPRIATIONS</b>	<b>290,800</b>	<b>290,800</b>	<b>290,800</b>
<b>200,647</b>	<b>252,886</b>	<b>120,747</b>			<b>Ending Fund Balance</b>	<b>135,286</b>	<b>135,286</b>	<b>135,286</b>
<b>370,950</b>	<b>415,178</b>	<b>389,047</b>			<b>TOTAL REQUIREMENTS</b>	<b>426,086</b>	<b>426,086</b>	<b>426,086</b>

# Rogue Valley Sewer Services Budget Document

## **Fund: Dunn Pump Station Operations & Maintenance (06)**

**Goals and Objectives:** The Dunn Pump Station is a regional facility serving both the City of Medford and Rogue Valley Sewer Services. Rogue Valley Sewer Services is responsible for the operation and maintenance of this facility in accordance with the Regional Sewer agreement between RVSS and the City of Medford.

This fund is used to account for the costs associated with this operation and maintenance. This fund is intended to be a break-even with a small ending fund balance. In 2007 the fund balance had grown to the point that assessments were suspended for all of FY 2008 and half of FY 2009.

**Major Source of Revenue:** Revenue for this fund comes from an interfund transfer from the Bear Creek Interceptor Operations and Maintenance Fund 04.

**Major Expenditures:** Expenditures from this fund consist of costs associated with the operations and maintenance of the facility and a transfer to Fund 06 for the operation and maintenance of the Dunn Pump Station.

Equipment and Labor costs incurred during the operation and maintenance of the interceptor are reimbursed back into the General Fund 01.

# Rogue Valley Sewer Services

## Dunn Pump Station Operations & Maintenance Fund (06)

### Resources & Requirements

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #		Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>274,811</b>	<b>327,473</b>	<b>372,873</b>	<b>00</b>	<b>2900</b>	<b>Beginning Fund Balance</b>	<b>420,879</b>	<b>420,879</b>	<b>420,879</b>
1,385	2,147	900	00	3301	Interest	3,000	3,000	3,000
<b>1,385</b>	<b>2,147</b>	<b>900</b>			<b>TOTAL REVENUES</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
150,000	150,000	150,000	00	3904	Transfer from Intercpt O&M Fund	150,000	150,000	150,000
<b>150,000</b>	<b>150,000</b>	<b>150,000</b>			<b>TOTAL TRANSFERS</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>426,196</b>	<b>479,620</b>	<b>523,773</b>			<b>TOTAL RESOURCES</b>	<b>573,879</b>	<b>573,879</b>	<b>573,879</b>
<b>EXPENDITURES</b>								
Materials and Services:								
0	0	0	20	7622	Computer Software maintenance	500	500	500
0	0	0	20	7626	Computer Software	500	500	500
0	0	1,000	40	7631	Maintenance - System	1,000	1,000	1,000
0	0	0	20	7654	Equip Computer (under \$3,000)	2,500	2,500	2,500
12,030	17,866	20,000	40	7681	Maintenance - Pump Station	20,000	20,000	20,000
1,360	840	1,500	40	7710	Pump Station Alarms	1,000	1,000	1,000
0	563	500	40	7711	Communication & Alarms	500	500	500
348	834	900	20	7712	Internet Services	900	900	900
59,811	64,266	55,000	40	7755	Pump Station Power	55,000	55,000	55,000
1,028	216	500	40	7756	Utilites and Power	500	500	500
<b>74,577</b>	<b>84,585</b>	<b>79,400</b>			<b>Total Materials &amp; Services</b>	<b>82,400</b>	<b>82,400</b>	<b>82,400</b>
Capital Projects:								
2,613	0	0	40	6100	Split Deck Tilt Trailer	0	0	0
<b>2,613</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>77,190</b>	<b>84,585</b>	<b>79,400</b>			<b>TOTAL EXPENDITURES</b>	<b>82,400</b>	<b>82,400</b>	<b>82,400</b>
<b>Transfers</b>								
19,276	21,175	20,000	10	9850	General Fund - Labor	20,000	20,000	20,000
2,257	3,081	3,500	10	9870	General Fund - Vehicles	4,000	4,000	4,000
<b>21,533</b>	<b>24,256</b>	<b>23,500</b>			<b>TOTAL TRANSFERS</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>
<b>0</b>	<b>0</b>	<b>75,000</b>			<b>CONTINGENCY</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
<b>98,723</b>	<b>108,841</b>	<b>177,900</b>			<b>TOTAL APPROPRIATIONS</b>	<b>181,400</b>	<b>181,400</b>	<b>181,400</b>
<b>327,473</b>	<b>370,779</b>	<b>345,873</b>			<b>Ending Fund Balance</b>	<b>392,479</b>	<b>392,479</b>	<b>392,479</b>
<b>426,196</b>	<b>479,620</b>	<b>523,773</b>			<b>TOTAL REQUIREMENTS</b>	<b>573,879</b>	<b>573,879</b>	<b>573,879</b>

# Rogue Valley Sewer Services Budget Document

## **Fund: Interceptor Capital Expansion (07)**

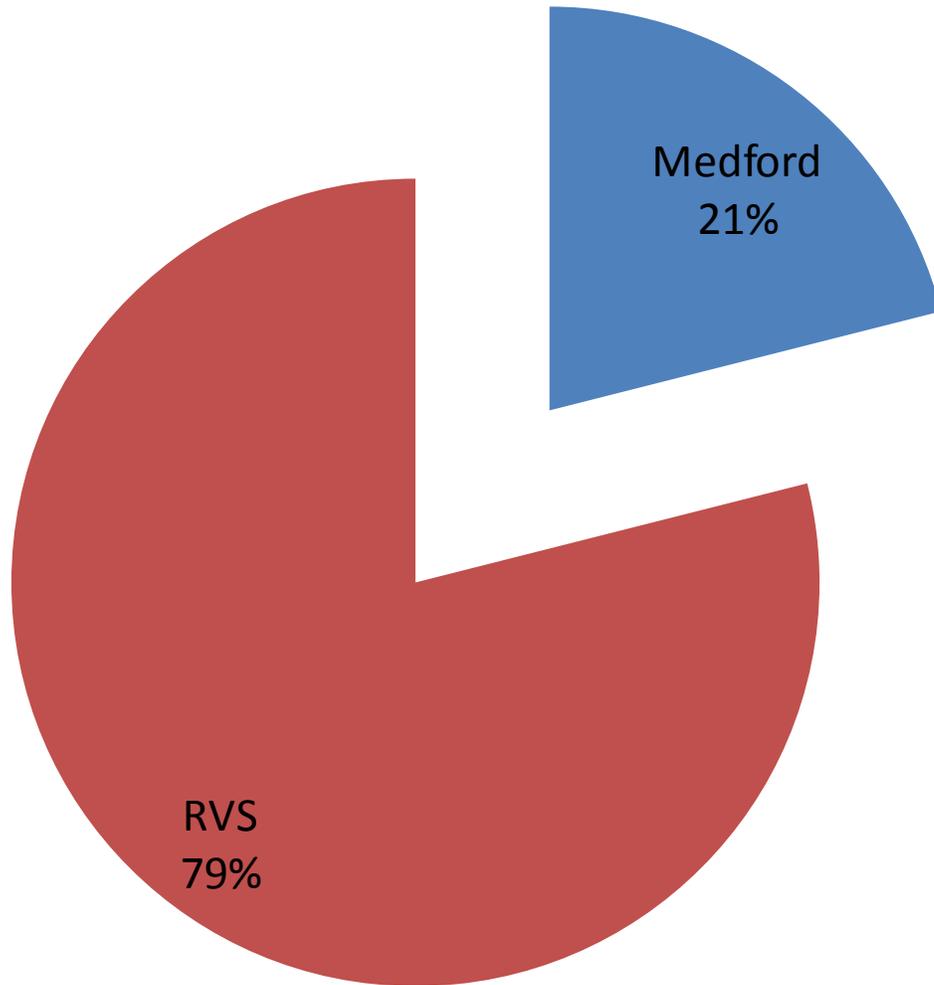
**Goals and Objectives:** The Interceptor Capital Expansion Fund is intended to pay for capital projects related to the Bear Creek Interceptor and the Dunn Pump Station. Rogue Valley Sewer Services is responsible for ensuring that these facilities have adequate capacity to serve both the City of Medford and RVSS in accordance with the Regional Sewer agreement between RVSS and the City of Medford.

This fund is used to account for costs associated with these capital improvements. This fund maintains a surplus to pay for anticipated future improvements.

**Major Source of Revenue:** Revenue for this fund comes from assessments charged to the City of Medford and RVSS. The assessment is based on the total number of equivalent residential units and the amount of flow contributed to each of the interceptors. The current assessment is \$1.05 per ERU for both the City of Medford and RVSS.

**Major Expenditures:** Expenditures from this fund consist of costs associated with the capital improvements and debt service for previous capital improvement projects.

**Rogue Valley Sewer Services  
Adopted Budget FY18  
Interceptor Capital Expansion Assessments**



# Rogue Valley Sewer Services Interceptor Capital Expansion Fund (07) Resources & Requirements

Actual FY15	Actual FY16	Adopted Budget FY17	a/c #	a/c #		Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>2,130,196</b>	<b>2,541,198</b>	<b>3,008,144</b>	<b>00</b>	<b>2900</b>	<b>Beginning Fund Balance</b>	<b>3,128,034</b>	<b>3,128,034</b>	<b>3,184,932</b>
10,454	16,333	7,000	00	3301	Interest	21,000	21,000	21,000
367,306	368,414	400,000	00	3410	Assessed Fees - Medford	400,000	400,000	400,000
<b>377,760</b>	<b>384,747</b>	<b>407,000</b>			<b>TOTAL REVENUES</b>	<b>421,000</b>	<b>421,000</b>	<b>421,000</b>
338,935	346,751	350,000	00	3901	Transfer from RVSS General Fund	350,000	350,000	350,000
<b>338,935</b>	<b>346,751</b>	<b>350,000</b>			<b>TOTAL TRANSFERS</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>
<b>2,846,891</b>	<b>3,272,696</b>	<b>3,765,144</b>			<b>TOTAL RESOURCES</b>	<b>3,899,034</b>	<b>3,899,034</b>	<b>3,955,932</b>
<b>EXPENDITURES</b>								
					Materials & Services			
0	0	0	40	7631	System Rehabilitation	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Materials &amp; Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
					Capital Projects:			
1,808	0	0	50	J067	Dunn Pump Station & Force Main	0	0	0
21,245	0	0	50	J151	UBCI 48" Relief	0	0	0
5,838	29,416	361,904	50	J200	SORM Bank Protection	20,000	20,000	20,000
13,242	0	0	50	J205	UBCI Flow Station	0	0	0
0	14,210	0	50	J254	Regional Rain Gauge	0	0	0
0	0	50,000	50	J271	New Manhole Lids	50,000	50,000	50,000
0	0	100,000	50	Jxxx	Solar Power - Dunn PS	0	0	0
0	0	0	50	Jxxx	Ethernet Radio Modems Flo Monitor	25,000	25,000	25,000
<b>42,133</b>	<b>43,626</b>	<b>511,904</b>			<b>Total Capital Outlay</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>
					Debt Service			
263,560	270,054	269,612	10	9520	Revenue Bond Series 2013	269,102	269,102	269,102
<b>263,560</b>	<b>270,054</b>	<b>269,612</b>			<b>Total Debt Service</b>	<b>269,102</b>	<b>269,102</b>	<b>269,102</b>
<b>305,693</b>	<b>313,680</b>	<b>781,516</b>			<b>TOTAL EXPENDITURES</b>	<b>364,102</b>	<b>364,102</b>	<b>364,102</b>
<b>0</b>	<b>0</b>	<b>350,000</b>			<b>CONTINGENCY</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>
<b>305,693</b>	<b>313,680</b>	<b>1,131,516</b>			<b>TOTAL APPROPRIATIONS</b>	<b>714,102</b>	<b>714,102</b>	<b>714,102</b>
<b>2,541,198</b>	<b>2,959,016</b>	<b>2,633,628</b>			<b>Ending Fund Balance</b>	<b>3,184,932</b>	<b>3,184,932</b>	<b>3,241,830</b>
<b>2,846,891</b>	<b>3,272,696</b>	<b>3,765,144</b>			<b>TOTAL REQUIREMENTS</b>	<b>3,899,034</b>	<b>3,899,034</b>	<b>3,955,932</b>

# Rogue Valley Sewer Services Budget Document

## **Fund: White City Storm Drains (09)**

**Goals and Objectives:** The White City Storm Drain Fund is a dedicated fund established in 1989 to maintain and improve the storm drainage system in the industrial portion of White City. Under an agreement with Jackson County, RVSS maintains all piped stormwater facilities in the area and any open ditches that are not accessible from a public road. Jackson County maintains open ditches that are accessible from a public road.

This fund is intended to be fully independent of the General Fund and maintains a fund balance to cover costs of future improvements.

**Major Source of Revenue:** Revenue for this fund comes from fees charged to property owners within the White City Storm Drain Area. The fees are based on the size of the property and the amount of impervious surface on the property.

**Major Expenditures:** Expenditures from this fund consist of costs associated with the operations and maintenance of the storm drains and capital improvements to the storm drain infrastructure.

Equipment and Labor costs incurred during the operation and maintenance of the infrastructure are reimbursed back into the General Fund 01.

# Rogue Valley Sewer Services

## White City Storm Drains Fund (09)

### Resources & Requirements

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>534,167</b>	<b>550,145</b>	<b>530,165</b>	00	2900	<b>Beginning Fund Balance</b>	<b>346,624</b>	<b>346,624</b>	<b>346,624</b>
74,811	68,942	70,000	00	3080	White City Storm Drain Fees	70,000	70,000	70,000
1,805	3,559	1,500	00	3301	Interest	5,000	5,000	5,000
<b>76,616</b>	<b>72,501</b>	<b>71,500</b>			<b>TOTAL REVENUES</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
=====								
<b>610,783</b>	<b>622,646</b>	<b>601,665</b>			<b>TOTAL RESOURCES</b>	<b>421,624</b>	<b>421,624</b>	<b>421,624</b>
=====								
<b>EXPENDITURES</b>								
Materials & Services								
0	16,777	30,000	40	7113	Professional Services	10,000	10,000	10,000
1,645	0	10,000	40	7631	Maintenance - System	10,000	10,000	10,000
<b>1,645</b>	<b>16,777</b>	<b>40,000</b>			<b>Total Materials &amp; Services</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
Capital Projects:								
0	0	281,377	50	J230	Ave F and 8th St Improve	0	0	0
51,440	0	0	50	J207	Ave G SD Improvements Phase II	0	0	0
0	0	0	50	J286	11th Street Detention Basin Rehab	108,972	108,972	108,972
0	0	30,000	50	JXXX	Misc Culvert Replacement	30,000	30,000	30,000
<b>51,440</b>	<b>0</b>	<b>311,377</b>			<b>Total Capital Outlay</b>	<b>138,972</b>	<b>138,972</b>	<b>138,972</b>
<b>53,085</b>	<b>16,777</b>	<b>351,377</b>			<b>TOTAL EXPENDITURES</b>	<b>158,972</b>	<b>158,972</b>	<b>158,972</b>
<b>Transfers</b>								
5,559	1,976	7,500	10	9850	General Fund - Labor	7,500	7,500	7,500
1,994	392	3,000	10	9870	General Fund - Vehicles	3,000	3,000	3,000
<b>7,553</b>	<b>2,368</b>	<b>10,500</b>			<b>TOTAL TRANSFERS</b>	<b>10,500</b>	<b>10,500</b>	<b>10,500</b>
<b>0</b>	<b>0</b>	<b>50,000</b>			<b>Contingency</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
=====								
<b>60,638</b>	<b>19,145</b>	<b>411,877</b>			<b>TOTAL APPROPRIATIONS</b>	<b>219,472</b>	<b>219,472</b>	<b>219,472</b>
=====								
<b>550,145</b>	<b>603,501</b>	<b>189,788</b>			<b>Ending Fund Balance</b>	<b>202,152</b>	<b>202,152</b>	<b>202,152</b>
=====								
<b>610,783</b>	<b>622,646</b>	<b>601,665</b>			<b>TOTAL REQUIREMENTS</b>	<b>421,624</b>	<b>421,624</b>	<b>421,624</b>
=====								

# Rogue Valley Sewer Services Budget Document FY18

## **Fund: Stormwater Quality Management (10)**

**Goals and Objectives:** The Stormwater Quality Management Fund is a dedicated fund established in 2004 to implement the requirements of the National Pollutant Discharge Elimination System Municipal Small Separate Storm Sewer permit (NPDES MS4).

Rogue Valley Sewer Services has acted as the lead agency for a joint permit covering the cities of Talent, Phoenix, Central Point, and portions of unincorporated Jackson County.

This fund is intended to be fully independent of the General Fund and maintains a fund balance to cover costs of future improvements.

**Major Source of Revenue:** Revenue for this fund comes primarily from fees charged to residents within the permit area. A fee of \$1 per month for a single family residence or \$1 per 3,000 square feet of impervious surface for other uses is collected.

There is some additional revenue received from permit fees collected when RVSS issues erosion control permits under this program.

**Major Expenditures:** Expenditures from this fund consist of costs associated with the management of the stormwater program and capital improvements designed to protect or improve stormwater quality.

Equipment and Labor costs incurred during the operation and maintenance of the infrastructure are reimbursed back into the General Fund 01.

# Rogue Valley Sewer Services Stormwater Quality Fund (10) Resources & Requirements

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>724,074</b>	<b>787,264</b>	<b>716,528</b>	00	<b>2900</b>	<b>Beginning Fund Balance</b>	<b>986,580</b>	<b>986,580</b>	<b>986,580</b>
					Stormwater Fees			
39,075	32,041	46,000	00	3021	Phoenix	46,000	46,000	46,000
39,802	32,466	46,000	00	3022	Talent	46,000	46,000	46,000
100,987	90,690	290,000	00	3023	Jackson County	290,000	290,000	290,000
45,004	48,750	45,000	00	3024	Central Point	45,000	45,000	45,000
<b>224,868</b>	<b>203,947</b>	<b>427,000</b>				<b>427,000</b>	<b>427,000</b>	<b>427,000</b>
0	0	0	00	3220	Storm Water Maint Fees	0	0	0
9,225	10,500	6,000	00	3245	Const. Site Erosion Cntl Permits (DEQ)	10,000	10,000	10,000
1,339	6,370	3,000	00	3291	Other Income	3,000	3,000	3,000
4,197	5,051	4,000	00	3301	Interest	6,500	6,500	6,500
<b>239,629</b>	<b>225,868</b>	<b>440,000</b>			<b>TOTAL REVENUES</b>	<b>446,500</b>	<b>446,500</b>	<b>446,500</b>
<b>963,703</b>	<b>1,013,132</b>	<b>1,156,528</b>			<b>TOTAL RESOURCES</b>	<b>1,433,080</b>	<b>1,433,080</b>	<b>1,433,080</b>
<b>EXPENDITURES</b>								
Materials and Services:								
0	865	5,000	10	7113	Professional Services	5,000	5,000	5,000
0	29	0	10	7114	Intern Services	0	0	0
120	937	3,000	10	7211	Supplies - Office	3,000	3,000	3,000
2,786	2,603	3,000	10	7544	Travel/Training	4,000	4,000	4,000
175	752	1,000	10	7588	Memberships	1,100	1,100	1,100
0	0	2,000	10	7590	Permit Fee	3,000	3,000	3,000
48	0	1,000	40	7631	System Maintenance	1,000	1,000	1,000
0	605	2,000	20	7654	Equipment Computer (under \$3,000)	0	0	0
0	1,086	1,500	10	7711	Communications & Alarms	1,500	1,500	1,500
14,037	14,514	16,300	10	7810	Public Education	15,000	15,000	15,000
1,161	2,956	2,000	30	7820	Construction Site	1,000	1,000	1,000
3,144	267	6,500	30	7830	Post Construction	1,000	1,000	1,000
2,319	5,979	9,000	30	7840	Illicit Discharge	11,000	11,000	11,000
993	1,089	1,000	40	7995	Miscellaneous	1,000	1,000	1,000
<b>24,783</b>	<b>31,682</b>	<b>53,300</b>			<b>Total Materials &amp; Services</b>	<b>47,600</b>	<b>47,600</b>	<b>47,600</b>
202	0	0	50	J192	Constructed SWQ Wetland	0	0	0
27,923	1,207	1,000	50	J210	Talent SWQ Improvement	1,000	1,000	1,000
1,466	18,365	10,000	50	J252	North Front Swale	0	0	0
807	9	0	50	J253	West Street Swale	0	0	0
0	477	0	50	J257	Gebhard Rd Gate	0	0	0
0	0	50,000	50	J264	Gebhard structure remodel	50,000	50,000	50,000
0	50,000	260,000	50	J269	LID Project Support	100,000	100,000	100,000
0	0	0	50	J283	Meadowview Homes SW wetland	50,000	50,000	50,000
0	0	0	50	J284	Oak St. Outfall, Phoenix	50,000	50,000	50,000
0	0	0	50	J285	Colver Road Park	50,000	50,000	50,000
0	8,990	0	10	6100	GPS purchase	0	0	0
<b>30,398</b>	<b>79,048</b>	<b>321,000</b>			<b>Total Capital Outlay</b>	<b>301,000</b>	<b>301,000</b>	<b>301,000</b>
<b>55,181</b>	<b>110,730</b>	<b>374,300</b>			<b>TOTAL EXPENDITURES</b>	<b>348,600</b>	<b>348,600</b>	<b>348,600</b>
Transfers								
98,111	100,952	128,300	10	9850	General Fund - Labor	190,000	190,000	190,000
4,747	5,479	5,200	10	9870	General Fund - Vehicles	10,000	10,000	10,000
18,000	18,000	18,000	10	9880	General Fund - Billing Allocation	18,000	18,000	18,000
400	1,750	3,000	10	9510	Shady Cove Fund - SWQ Lab Rental	3,000	3,000	3,000
<b>121,258</b>	<b>126,181</b>	<b>154,500</b>			<b>TOTAL TRANSFERS</b>	<b>221,000</b>	<b>221,000</b>	<b>221,000</b>
<b>0</b>	<b>0</b>	<b>100,000</b>			<b>CONTINGENCY</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>176,439</b>	<b>236,911</b>	<b>628,800</b>			<b>TOTAL APPROPRIATIONS</b>	<b>669,600</b>	<b>669,600</b>	<b>669,600</b>
<b>787,264</b>	<b>776,221</b>	<b>527,728</b>			<b>Ending Fund Balance</b>	<b>763,480</b>	<b>763,480</b>	<b>763,480</b>
<b>963,703</b>	<b>1,013,132</b>	<b>1,156,528</b>			<b>TOTAL REQUIREMENTS</b>	<b>1,433,080</b>	<b>1,433,080</b>	<b>1,433,080</b>

# Rogue Valley Sewer Services Budget Document FY18

## **Fund: Shady Cove Treatment (50)**

**Goals and Objectives:** The Shady Cove Treatment Fund was initially established as the Shady Cove Operations and Maintenance Fund in 2011 when RVSS entered into a agreement with Shady Cove to manage both the collection system and the treatment plant. Beginning in FY2018 this fund will only track expenses related to the wastewater treatment plant, with collection system expenses being tracked in the newly created Fund 52.

The current agreement with Shady Cove expires in 2026 and includes a provision to call for an annexation vote sometime after 2021.

This fund is intended to be fully independent of the General Fund, however expenses in the first year of operation have exceeded revenue, and support from the General Fund was needed.

**Major Source of Revenue:** Revenue for this fund comes from an annual fee paid by the City of Shady Cove in quarterly installments. Hauled septage is also accepted at the treatment plant for a fee.

**Major Expenditures:** Expenditures from this fund consist of costs associated with the operations and maintenance of the wastewater treatment plant.

Funds are transferred from Fund 50 to Fund 52 to cover the expenses associated with operating the collection system in Shady Cove.

Surplus funds generated from the hauled septage program may be transferred to Fund 55 to help finance capital improvements.

Equipment and Labor costs incurred during the operation and maintenance of the infrastructure are reimbursed back into the General Fund 01.

# Rogue Valley Sewer Services Shady Cove Treatment Fund (50) Resources & Requirements

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>(99,006)</b>	<b>(131,900)</b>	<b>(119,935)</b>	00	2900	<b>Beginning Fund Balance</b>	<b>153,036</b>	<b>153,036</b>	<b>153,036</b>
295,036	303,887	303,887	00	3050	Shady Cove O&M Fees	345,000	345,000	345,000
400	1,750	3,000	00	3051	Lab Rental Rate from Fund 10	3,000	3,000	3,000
122,985	195,268	120,000	00	3052	SC Septage	240,000	240,000	240,000
<b>418,421</b>	<b>500,905</b>	<b>426,887</b>			<b>TOTAL REVENUES</b>	<b>588,000</b>	<b>588,000</b>	<b>588,000</b>
<b>319,415</b>	<b>369,005</b>	<b>306,952</b>			<b>TOTAL RESOURCES</b>	<b>741,036</b>	<b>741,036</b>	<b>741,036</b>
<b>EXPENDITURES</b>								
Materials and Services:								
1,888	2,942	1,500	10	7211	Supplies - Office	1,500	1,500	1,500
26	0	100	20	7223	Computer Supplies under \$3,000	100	100	100
34,962	29,830	35,000	40	7225	Chemicals	35,000	35,000	35,000
232	4,286	200	10	7255	Postage	200	200	200
1,265	643	1,000	10	7544	Travel/Training	1,500	1,500	1,500
0	177	0	10	7588	Memberships	200	200	200
323	1,080	1,332	20	7622	Computer Software Maintenance	1,500	1,500	1,500
0	0	0	20	7626	Computer Software	500	500	500
776	1,557	0	40	7637	System Maintenance PS & Collection	0	0	0
30,055	29,631	20,000	40	7638	System Maintenance Treatment Plant	30,000	30,000	30,000
2,057	594	1,000	40	7641	Safety Program	750	750	750
111	92	0	10	7650	Equip Maint Admin	0	0	0
3,188	499	5,000	40	7651	Vehicle/Equip Maintenance	5,000	5,000	5,000
224	837	3,000	40	7653	Equipment ( under \$3,000)	3,000	3,000	3,000
860	1,334	4,160	20	7654	Computer Equipment ( under \$3,000)	7,760	7,760	7,760
3,266	836	0	40	7681	Pump Station Maintenance	0	0	0
6,196	4,268	0	40	7699	Maintenance Other	0	0	0
3,402	2,361	0	40	7710	Pump Station Alarms	0	0	0
2,679	3,982	2,500	10	7711	Communications & Alarms	2,500	2,500	2,500
168	58	800	20	7712	Communications - IT Services	800	800	800
6,209	7,001	0	40	7755	Pump Station Power	0	0	0
47,553	43,811	40,000	10	7756	Utilities	40,000	40,000	40,000
15,577	16,285	15,889	10	7849	Insurance	15,000	15,000	15,000
0	100	100	10	7995	Other Expenses	2,800	2,800	2,800
2,266	1,395	2,266	10	3304	Interest on Interfund Loan	0	0	0
<b>163,283</b>	<b>153,600</b>	<b>133,847</b>			<b>Total Materials &amp; Services</b>	<b>148,110</b>	<b>148,110</b>	<b>148,110</b>
Transfers								
264,605	241,055	225,000	10	9850	General Fund - Labor	250,000	250,000	250,000
23,427	5,460	35,000	10	9870	General Fund - Vehicle	30,000	30,000	30,000
0	0	0	10	9852	Transfer to Fund 52	80,000	80,000	80,000
0	0	0	10	9855	Transfer to Fund 55	150,000	150,000	150,000
<b>288,032</b>	<b>246,515</b>	<b>260,000</b>			<b>TOTAL TRANSFERS</b>	<b>510,000</b>	<b>510,000</b>	<b>510,000</b>
<b>451,315</b>	<b>400,115</b>	<b>393,847</b>			<b>TOTAL APPROPRIATIONS</b>	<b>658,110</b>	<b>658,110</b>	<b>658,110</b>
<b>(131,900)</b>	<b>(31,110)</b>	<b>(86,895)</b>			<b>Ending Fund Balance</b>	<b>82,926</b>	<b>82,926</b>	<b>82,926</b>
<b>319,415</b>	<b>369,005</b>	<b>306,952</b>			<b>TOTAL REQUIREMENTS</b>	<b>741,036</b>	<b>741,036</b>	<b>741,036</b>

# Rogue Valley Sewer Services Budget Document FY18

## **Fund: Shady Cove Collection System (52)**

**Goals and Objectives:** The Shady Cove Collection System Fund is new for FY 2018 and is intended to allow the expenses of the treatment plant and collection system in Shady Cove to be tracked separately.

RVSS initially established the Shady Cove Operations and Maintenance Fund in 2011 when RVSS entered into an agreement with Shady Cove to manage both the collection system and the treatment plant. The current agreement with Shady Cove expires in 2026 and includes a provision to call for an annexation vote sometime after 2021.

This fund is intended to be fully independent of the General Fund, however expenses in the first year of operation have exceeded revenue, and support from the General Fund was needed.

**Major Source of Revenue:** Revenue for this fund comes from an annual fee paid by the City of Shady Cove in quarterly installments. This revenue is entered into Fund 50 with a portion transferred to Fund 52.

**Major Expenditures:** Expenditures from this fund consist of costs associated with the operations and maintenance of the wastewater collection system in Shady Cove.

Equipment and Labor costs incurred during the operation and maintenance of the infrastructure are reimbursed back into the General Fund 01.

# Rogue Valley Sewer Services

## Shady Cove Collection System Fund (52)

### Resources & Requirements

Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
00	2900	<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>
00	3950	Transfer from Fund 50	80,000	80,000	80,000
		<b>TOTAL REVENUES</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>
		<b>TOTAL RESOURCES</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>
		<b>EXPENDITURES</b>			
		Materials and Services:			
40	7637	System Maintenance PS & Collection	2,000	2,000	2,000
40	7681	Pump Station Maintenance	5,000	5,000	5,000
40	7699	Maintenance Other	6,000	6,000	6,000
40	7710	Pump Station Alarms	3,000	3,000	3,000
40	7755	Pump Station Power	6,000	6,000	6,000
10	7849	Insurance	2,000	2,000	2,000
10	7995	Other Expenses	1,000	1,000	1,000
		<b>Total Materials &amp; Services</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
		Transfers			
10	9850	General Fund - Labor	40,000	40,000	40,000
10	9870	General Fund - Vehicle	15,000	15,000	15,000
		<b>TOTAL TRANSFERS</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>
		<b>TOTAL APPROPRIATIONS</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>
		<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>TOTAL REQUIREMENTS</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>

# Rogue Valley Sewer Services Budget Document FY18

## **Fund: Shady Cove Capital (55)**

**Goals and Objectives:** The Shady Cove Capital Fund is a dedicated fund established in 2011 to pay for capital improvements within the Shady Cove collection system and treatment plant. RVSS operates the Shady Cove Sewer System under ten year agreement which expires in 2026. RVSS is charged with the planning and implementation of a capital improvement plan designed to ensure adequate system capacity and regulatory compliance.

This fund is intended to be fully independent of the General Fund. Any money remaining in this fund at the end of the maintenance contract will be returned to the City of Shady Cove.

**Major Source of Revenue:** The City of Shady Cove makes an annual payment of \$60,000 into this fund. In addition, surplus funds generated from the septic waste program are transferred from Fund 50 to Fund 55.

**Major Expenditures:** Expenditures from this fund consist of costs associated with making capital improvements to the Shady Cove collection system and treatment plant.

# Rogue Valley Sewer Services Shady Cove Capital Fund (55) Resources & Requirements

Actual FY15	Actual FY16	Adopted Budget FY17	Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>59,366</b>	<b>1,335</b>	<b>42,257</b>	<b>00</b>	<b>2900</b>	<b>Beginning Fund Balance</b>	<b>587</b>	<b>587</b>	<b>587</b>
80,000	0	126,000	00	3055	Shady Cove Capital Fees	60,000	60,000	60,000
<b>80,000</b>	<b>0</b>	<b>126,000</b>			<b>TOTAL REVENUES</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3950</b>	<b>Transfer from Fund 50</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
<b>139,366</b>	<b>1,335</b>	<b>168,257</b>			<b>TOTAL RESOURCES</b>	<b>210,587</b>	<b>210,587</b>	<b>210,587</b>
<b>EXPENDITURES</b>								
<b>Treatment Plant</b>								
4,050	0	0	50	6100	Hisco Pump Rebuild	0	0	0
(3,098)	0	0	50	J172	VFD PS #1	0	0	0
0	0	0	50	J173	Backup Generator	0	0	0
130,792	(50,329)	0	50	J214	Turbo Blowers	0	0	0
67	0	0	50	J223	SC WWTP Lighting Upgrade	0	0	0
6,052	0	0	50	J241	SC Security System	0	0	0
0	0	3,090	50	J246	Influent PS Improvements	0	0	0
0	0	5,974	50	J247	Rehab Paint and Asphalt	0	0	0
0	0	5,665	50	J248	Disc Filter Improvements	0	0	0
0	0	3,090	50	J249	Lab Equipment	0	0	0
0	29,170	0	50	J258	Diffuser Replacement	0	0	0
0	6,677	0	50	J267	PS #1 Cntl Panel Rehab	0	0	0
<b>Collection System</b>						0	0	0
0	0	31,827	50	J174	Interceptor Manholes Rehab	0	0	0
0	0	15,450	50	J177	PS #3 Valve Vault Install	0	0	0
0	0	37,132	50	J250	PS #2 Control Upgrade	0	0	0
0	18	65,932	50	J251	Schoolhouse Ln Extension	0	0	0
0	0	0	50	J256	OR 62 Rogue River Dr - Cleveland St	51,500	51,500	51,500
168	0	0	50	J265	Hwy 62 Improvement	0	0	0
0	541	0	50	9999	Privately Funded Projects	0	0	0
<b>138,031</b>	<b>(13,923)</b>	<b>168,160</b>			<b>Total Capital Outlay</b>	<b>51,500</b>	<b>51,500</b>	<b>51,500</b>
<b>138,031</b>	<b>(13,923)</b>	<b>168,160</b>			<b>TOTAL EXPENDITURES</b>	<b>51,500</b>	<b>51,500</b>	<b>51,500</b>
<b>138,031</b>	<b>(13,923)</b>	<b>168,160</b>			<b>TOTAL APPROPRIATIONS</b>	<b>51,500</b>	<b>51,500</b>	<b>51,500</b>
<b>1,335</b>	<b>15,258</b>	<b>97</b>			<b>Ending Fund Balance</b>	<b>159,087</b>	<b>159,087</b>	<b>159,087</b>
<b>139,366</b>	<b>1,335</b>	<b>168,257</b>			<b>TOTAL REQUIREMENTS</b>	<b>210,587</b>	<b>210,587</b>	<b>210,587</b>

# Rogue Valley Sewer Services Budget Document FY18

## **Fund: Gold Hill Treatment (60)**

**Goals and Objectives:** The Gold Hill Treatment Fund is newly established for FY 2018 to track the expenses related to operating the wastewater treatment plant for the City of Gold Hill. RVSS currently operates this plant under a short-term agreement and is in negotiations to enter into a long-term agreement for the operation and maintenance of the plant.

This fund is intended to be fully independent of the General Fund.

**Major Source of Revenue:** Revenue for this fund comes from an annual fee paid by the City of Gold Hill in monthly installments.

**Major Expenditures:** Expenditures from this fund consist of costs associated with the operations and maintenance of the wastewater treatment plant.

A portion of the annual fee is transferred to Fund 65 to cover expenses associated with the operation of the Gold Hill collection system.

Equipment and Labor costs incurred during the operation and maintenance of the infrastructure are reimbursed back into the General Fund 01.

# Rogue Valley Sewer Services Gold Hill Treatment Fund (60) Resources & Requirements

Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>
Gold Hill O&M Fees	360,000	360,000	360,000
Connection Permits	500	500	500
<b>TOTAL REVENUES</b>	<b>360,500</b>	<b>360,500</b>	<b>360,500</b>
<b>TOTAL RESOURCES</b>	<b>360,500</b>	<b>360,500</b>	<b>360,500</b>
<b>EXPENDITURES</b>			
Materials and Services:			
Supplies - Office	10,000	10,000	10,000
Chemicals	6,000	6,000	6,000
Sludge Disposal	8,600	8,600	8,600
Laboratory Supplies	2,500	2,500	2,500
Sampling and Testing	12,000	12,000	12,000
System Maintenance Treatment Plant	40,000	40,000	40,000
Safety Program	1,500	1,500	1,500
Communications & Alarms	1,200	1,200	1,200
Utilities	28,800	28,800	28,800
Insurance	7,000	7,000	7,000
<b>Total Materials &amp; Services</b>	<b>117,600</b>	<b>117,600</b>	<b>117,600</b>
Transfers			
General Fund - Labor	172,000	172,000	172,000
General Fund - Vehicle	32,000	32,000	32,000
Transfer to Fund 65	38,000	38,000	38,000
<b>TOTAL TRANSFERS</b>	<b>242,000</b>	<b>242,000</b>	<b>242,000</b>
<b>TOTAL APPROPRIATIONS</b>	<b>359,600</b>	<b>359,600</b>	<b>359,600</b>
<b>Ending Fund Balance</b>	<b>900</b>	<b>900</b>	<b>900</b>
<b>TOTAL REQUIREMENTS</b>	<b>360,500</b>	<b>360,500</b>	<b>360,500</b>

# Rogue Valley Sewer Services Budget Document FY18

## **Fund: Gold Hill Collection System (65)**

**Goals and Objectives:** The Gold Hill Treatment Fund is newly established for FY 2018 to track the expenses related to operating the sewer collection system for the City of Gold Hill. RVSS is in negotiations to enter into a long-term agreement for the operation and maintenance of the plant.

This fund is intended to be fully independent of the General Fund.

**Major Source of Revenue:** Revenue for this fund comes from an annual fee paid by the City of Gold Hill in monthly installments. This revenue is entered into Fund 60 and transferred to Fund 65

**Major Expenditures:** Expenditures from this fund consist of costs associated with the operations and maintenance of the sewer collection system.

Equipment and Labor costs incurred during the operation and maintenance of the infrastructure are reimbursed back into the General Fund 01.

# Rogue Valley Sewer Services Gold Hill Collection System Fund (65) Resources & Requirements

Dept	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
00	2900	Beginning Fund Balance	0	0	0
00	3960	Transfer from Fund 60	38,000	38,000	38,000
		<b>TOTAL REVENUES</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>
		<b>TOTAL RESOURCES</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>
		<b>EXPENDITURES</b>			
		Materials and Services:			
40	7638	System Maintenance Treatment Plant	5,000	5,000	5,000
40	7699	Maintenance Other	0	0	0
40	7995	Other Expenses	0	0	0
		<b>Total Materials &amp; Services</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
		Capital Outlay:			
50	JXXX	<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>TOTAL EXPENDITURES</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
		<b>Transfers</b>			
10	9850	General Fund - Labor	16,000	16,000	16,000
10	9870	General Fund - Vehicle	17,000	17,000	17,000
		<b>TOTAL TRANSFERS</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>
		<b>TOTAL APPROPRIATIONS</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>
		<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>TOTAL REQUIREMENTS</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>

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**Section IV. Budget Requirement Details by Department**

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# Rogue Valley Sewer Services Budget Document FY18

## Department 10: Administration

### **Description:**

Rogue Valley Sewer Services Administration Department provides professional administrative and accounting support in the planning and execution of general and financial policies and objectives. These are developed by the Rogue Valley Sewer Services Board of Directors for the sewer service needs of the region.

### **Funding:**

The Administration Department's general operational expenses are funded by revenue collected through service charges within RVSS General Fund 01.

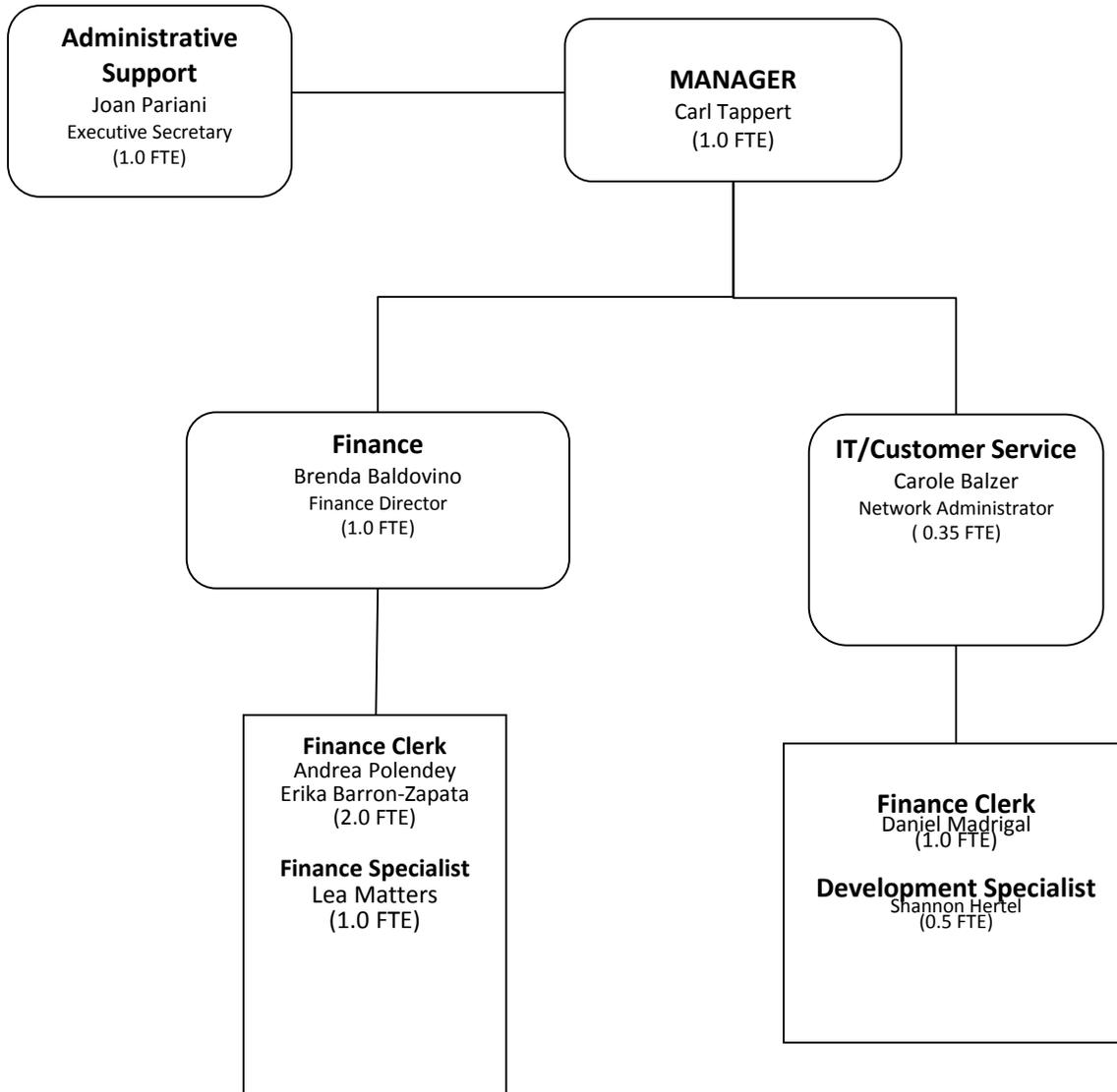
### **Goals:**

- Provide leadership to all departments of the District in management and administrative issues and public relations.

### **Performance Measures:**

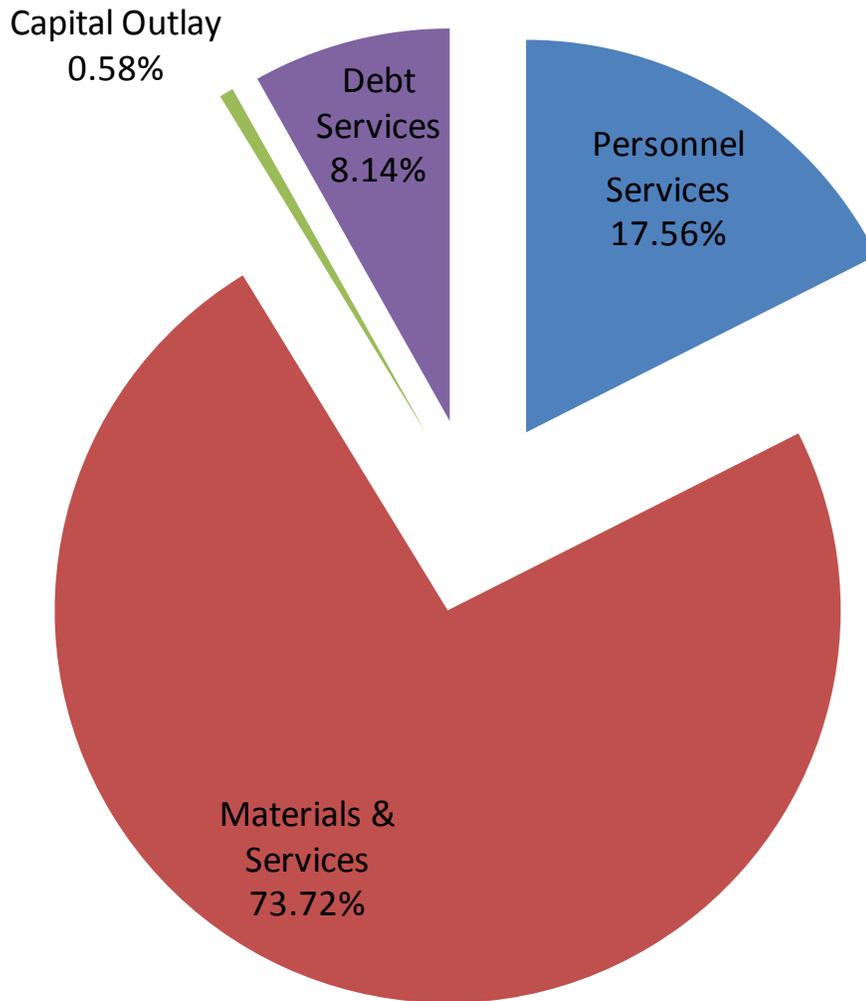
- Meet weekly with Department Head staff to review services/programs and projects.

**ROGUE VALLEY SEWER SERVICES**  
**FISCAL YEAR 2017 - 2018**  
**Administration Department 10**  
(7.85 FTE)



**Rogue Valley Sewer Services  
Adopted Budget FY18  
Department 10: Administration**

Department 10 Expenses



# Rogue Valley Sewer Services

## Adopted Budget FY18

### Department 10: Administration

Actual FY15	Actual FY16	Adopted Budget FY17	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
429,966	459,427	464,976	5010	Salaries	630,115	630,115	630,115
751	1,265	500	5012	Overtime	600	600	600
0	0	15,000	5018	Part-time	15,000	15,000	15,000
83,501	97,290	87,437	5241	Medical & Dental Insurance	170,500	170,500	170,500
55,591	60,695	57,166	5275	Retirement Plan	73,720	73,720	73,720
22,694	25,743	26,365	5111	Social Security	34,956	34,956	34,956
7,137	1,672	2,000	5122	Unemployment Self Insurance	2,000	2,000	2,000
6,751	7,785	6,765	5123	Medicare	9,137	9,137	9,137
(4,894)	4,900	8,980	5233	Worker's Compensation	9,000	9,000	9,000
176	175	174	5235	Worker's Assessment Expense	175	175	175
3,933	3,097	3,321	5250	LTD, Life Insurance, RHS	3,500	3,500	3,500
<b>605,606</b>	<b>662,049</b>	<b>672,684</b>		<b>TOTAL PERSONNEL SERVICES</b>	<b>948,703</b>	<b>948,703</b>	<b>948,703</b>
16,770	17,790	18,000	7111	Audit	25,000	25,000	25,000
48,641	36,122	30,000	7112	Legal Services	30,000	30,000	30,000
9,602	11,266	25,000	7113	Professional services	25,000	25,000	25,000
0	29	0	7114	Intern services	0	0	0
9,742	6,968	0	7115	Newsletter	10,000	10,000	10,000
90,297	125,716	135,000	7121	Bank Charges	135,000	135,000	135,000
3,062	2,172	4,000	7152	Publication Expense	4,000	4,000	4,000
747	1,506	1,000	7166	Recording fees	1,000	1,000	1,000
68,381	72,003	70,000	7177	Contractual services - Billing	70,000	70,000	70,000
34,690	35,700	34,500	7211	Supplies, Office, Billing	44,500	44,500	44,500
65,462	63,845	48,200	7255	Postage & Freight	60,700	60,700	60,700
1,210	500	800	7311	Board Member Expenses	800	800	800
110	0	800	7533	Physical Examinations	800	800	800
22,120	28,964	19,000	7544	Travel, Lodging, Meals, Training	20,500	20,500	20,500
8,592	9,013	8,000	7588	Memberships & Subscriptions	8,300	8,300	8,300
0	0	2,000	7590	Permit Fee	3,000	3,000	3,000
0	464	500	7641	Safety Supplies, Clothing	500	500	500
1,346	1,164	3,000	7650	Equipment Maint. - Admin	3,000	3,000	3,000
500	658	6,000	7653	Equipment (under \$3,000)	6,000	6,000	6,000
3,457	2,456	4,000	7699	Admin Building Maint	4,000	4,000	4,000
16,232	19,608	19,000	7711	Communication & Alarm	20,200	20,200	20,200
63,728	59,874	60,000	7756	Utilities	88,800	88,800	88,800
14,037	14,514	16,300	7810	Public Education	15,000	15,000	15,000
65,027	62,951	67,889	7849	Property Insurance	76,000	76,000	76,000
2,090	2,521	2,100	7995	Other Expenses	8,100	8,100	8,100
2,266	1,395	2,266	3304	Interest on Interfund Loan	0	0	0
2,497,440	2,748,900	3,100,000	7010	Treatment Charges	3,323,374	3,323,374	3,323,374
<b>3,045,549</b>	<b>3,326,099</b>	<b>3,677,355</b>		<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>3,983,574</b>	<b>3,983,574</b>	<b>3,983,574</b>
0	0	15,000	6100	Office Carpet	-	-	-
0	0	75,000	6100	Solar Power project	-	-	-
0	0	0	6100	Office Desk	6,500	6,500	6,500
0	0	0	6100	Offices in Engineering Dept	25,000	25,000	25,000
<b>0</b>	<b>0</b>	<b>90,000</b>		<b>TOTAL CAPITAL OUTLAY</b>	<b>31,500</b>	<b>31,500</b>	<b>31,500</b>
137,220	136,585	67,963	9520	DEQ loan - Eagle Point (1996)	-	-	-
44,120	42,620	45,119	9520	OEDD loan - Eagle Point (1997)	44,334	44,334	44,334
387,587	397,138	396,488	9520	Revenue Bond Series 2013	395,738	395,738	395,738
<b>568,927</b>	<b>576,343</b>	<b>509,570</b>		<b>TOTAL DEBT SERVICES</b>	<b>440,072</b>	<b>440,072</b>	<b>440,072</b>
<b>4,220,082</b>	<b>4,564,491</b>	<b>4,949,609</b>		<b>TOTAL ADMINISTRATION EXPENSES</b>	<b>5,403,849</b>	<b>5,403,849</b>	<b>5,403,849</b>

# Rogue Valley Sewer Services Budget Document FY18

## Department 20: Information Technology

### **Description:**

Rogue Valley Sewer Services Information Technology Department designs databases and purchases, maintains, and provides support for network and computer related hardware and software.

### **Funding:**

The Information Technology Department's expenses are funded by revenue collected through service charges within RVSS General Fund 01, Phase II Permit fees collected in RVSS Stormwater Quality Management Fund 10, and revenue collected within the Shady Cove O&M Fund 50.

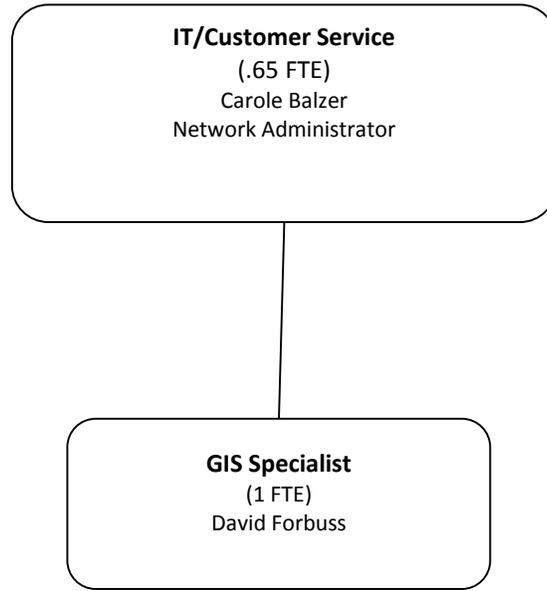
### **Goals:**

- Configure and purchase hardware and software to meet the current and future needs of RVSS keeping in mind ease of use for employees, sustainability, and budget limits.
- Provide hardware and software support to maintain uninterrupted operation of RVSS.
- Increase efficiency through technology.

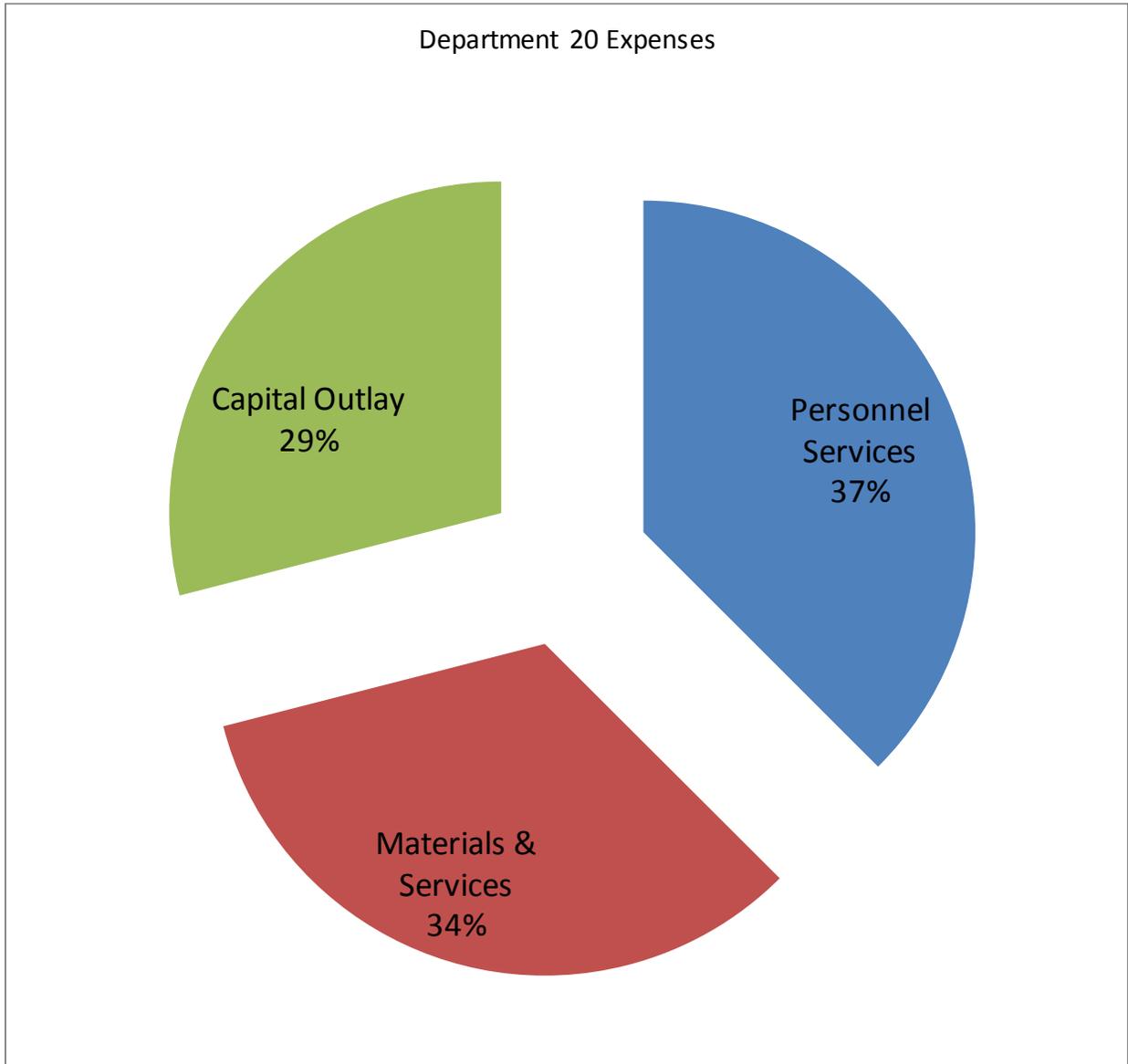
### **Performance Measures:**

- The current and future needs of RVSS have been met with computer hardware and software.
- The uninterrupted operation of RVSS.
- The happiness of RVSS employees.

**ROGUE VALLEY SEWER SERVICES  
FISCAL YEAR 2017 - 2018  
Information Technology Department 20  
(1.65 FTE)**



**Rogue Valley Sewer Services  
Adopted Budget FY18  
Department 20: Information Technology**



# Rogue Valley Sewer Services

## Adopted Budget FY18

### Department 20: Information Technology

Actual FY15	Actual FY16	Adopted Budget FY17	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
111,938	114,617	113,789	5010	Salaries	122,719	122,719	122,719
0	0	0	5012	Overtime	0	0	0
19,499	27,903	29,145	5241	Medical & Dental Insurance	31,000	31,000	31,000
8,210	10,023	12,876	5275	Retirement Plan	10,554	10,554	10,554
6,608	8,838	9,283	5111	Social Security	7,609	7,609	7,609
1,546	2,067	2,171	5123	Medicare	1,779	1,779	1,779
(1,335)	912	1,680	5233	Worker's Compensation	2,000	2,000	2,000
39	59	30	5235	Worker's Assessment Expense	30	30	30
706	934	704	5250	LTD, Life Insurance, RHS	750	750	750
<b>147,211</b>	<b>165,353</b>	<b>169,678</b>		<b>TOTAL PERSONNEL SERVICES</b>	<b>176,441</b>	<b>176,441</b>	<b>176,441</b>
0	0	1,800	7113	Professional Services	30,400	30,400	30,400
1,054	432	2,600	7223	Supplies, Computer	2,600	2,600	2,600
1,013	4,010	4,000	7544	Travel, Lodging, Meals, Training	6,000	6,000	6,000
50	0	600	7588	Memberships & Subscriptions	600	600	600
62,841	65,000	69,907	7622	Computer Software Maintenance	74,625	74,625	74,625
0	0	0	7626	Computer Software	1,000	1,000	1,000
0	153	0	7653	Equipt (under \$3,000)	0	0	0
25,462	14,724	39,400	7654	Equipt Computer (under \$3,000)	34,800	34,800	34,800
0	0	0	7711	Communications & Alarm	2,000	2,000	2,000
5,504	4,161	5,700	7712	Communications - Internet Services	5,700	5,700	5,700
85	0	0	7995	Other Expenses	0	0	0
<b>96,009</b>	<b>88,480</b>	<b>124,007</b>		<b>TOTAL MATERIAL &amp; SERVICES</b>	<b>157,725</b>	<b>157,725</b>	<b>157,725</b>
0	8,246	0	6100	Large Format Printer for Engineering	0	0	0
10,625	0	0	6100	Computer Software - Building Permit	0	0	0
5,291	0	0	6100	Website Design	0	0	0
0	0	9,000	6100	Copier	0	0	0
0	0	4,000	6100	HD Surveillance	0	0	0
0	0	0	6100	Accella Server Replacement	12,000	12,000	12,000
0	0	0	6100	Storage for GIS system-Onsite or Cloud	31,000	31,000	31,000
0	0	0	6100	Licenses for GIS-Centric	93,460	93,460	93,460
<b>15,916</b>	<b>8,246</b>	<b>13,000</b>		<b>TOTAL CAPITAL OUTLAY</b>	<b>136,460</b>	<b>136,460</b>	<b>136,460</b>
<b>259,136</b>	<b>262,079</b>	<b>306,685</b>		<b>TOTAL INFORMATION TECH EXPENSES</b>	<b>470,626</b>	<b>470,626</b>	<b>470,626</b>

# Rogue Valley Sewer Services Budget Document FY18

## Department 30: Engineering

### Description:

Rogue Valley Sewer Services Engineering Department oversees infrastructure development, capital planning, project management, mapping service, MS4 Phase II program management, inspection, and F.O.G program management within the service boundary of RVSS.

### Funding:

The Engineering Department's general operational expenses are funded by revenue collected through service charges within RVSS General Fund 01. Capital Improvements are funded by revenues collected from service charges and System Development Charges within General Fund 01, Interceptor Capital Expansion Fund 07, and White City Storm Drain Fund 09. MS4 Phase II program is funded by stormwater fee revenue collected within the Storm Water Quality Fund 10.

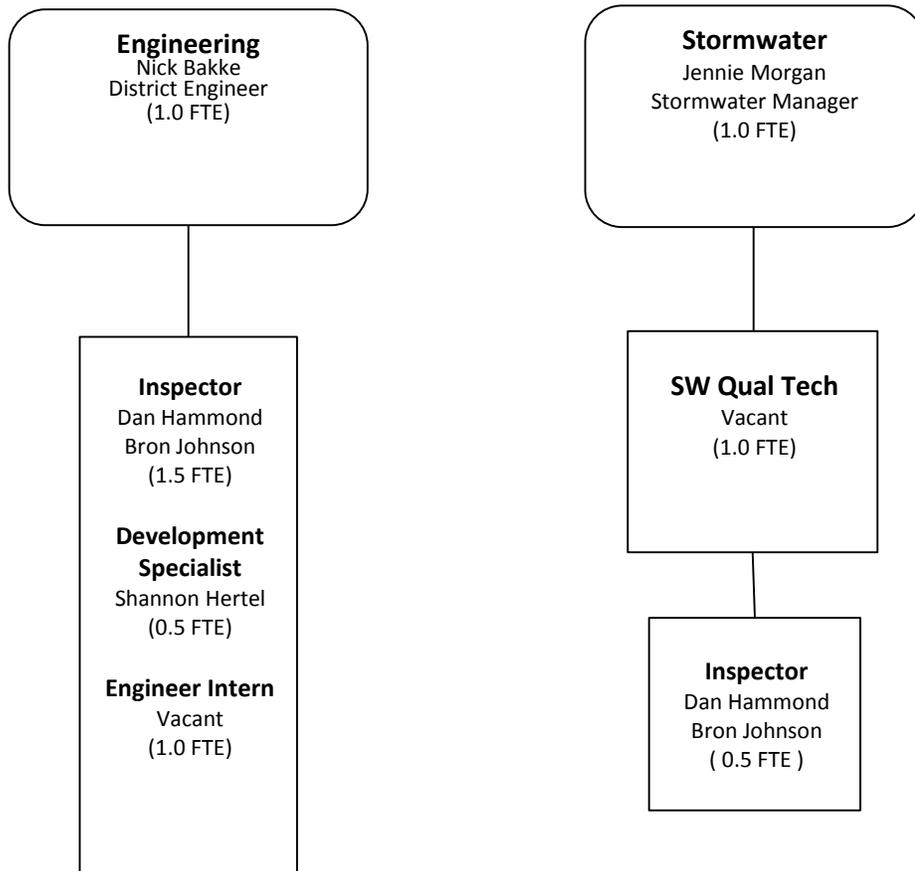
### Goals:

- Provide sewer infrastructure to ensure the health, safety and livability within and around the RVSS service boundary.
- Uphold State and Federal Standards for the operation and construction of all sewer facilities that are existing and/or installed within RVSS service boundary.
- Maintain and strengthen professional working relationships within the community RVSS serves and the agencies with whom RVSS coordinates.
- Implement and enforce the MS4 Phase II standards set by the Environmental Protection Agency and The Department of Environmental Quality.
- Repair or replace between 1% and 2% of the existing concrete and asbestos cement pipe annually.

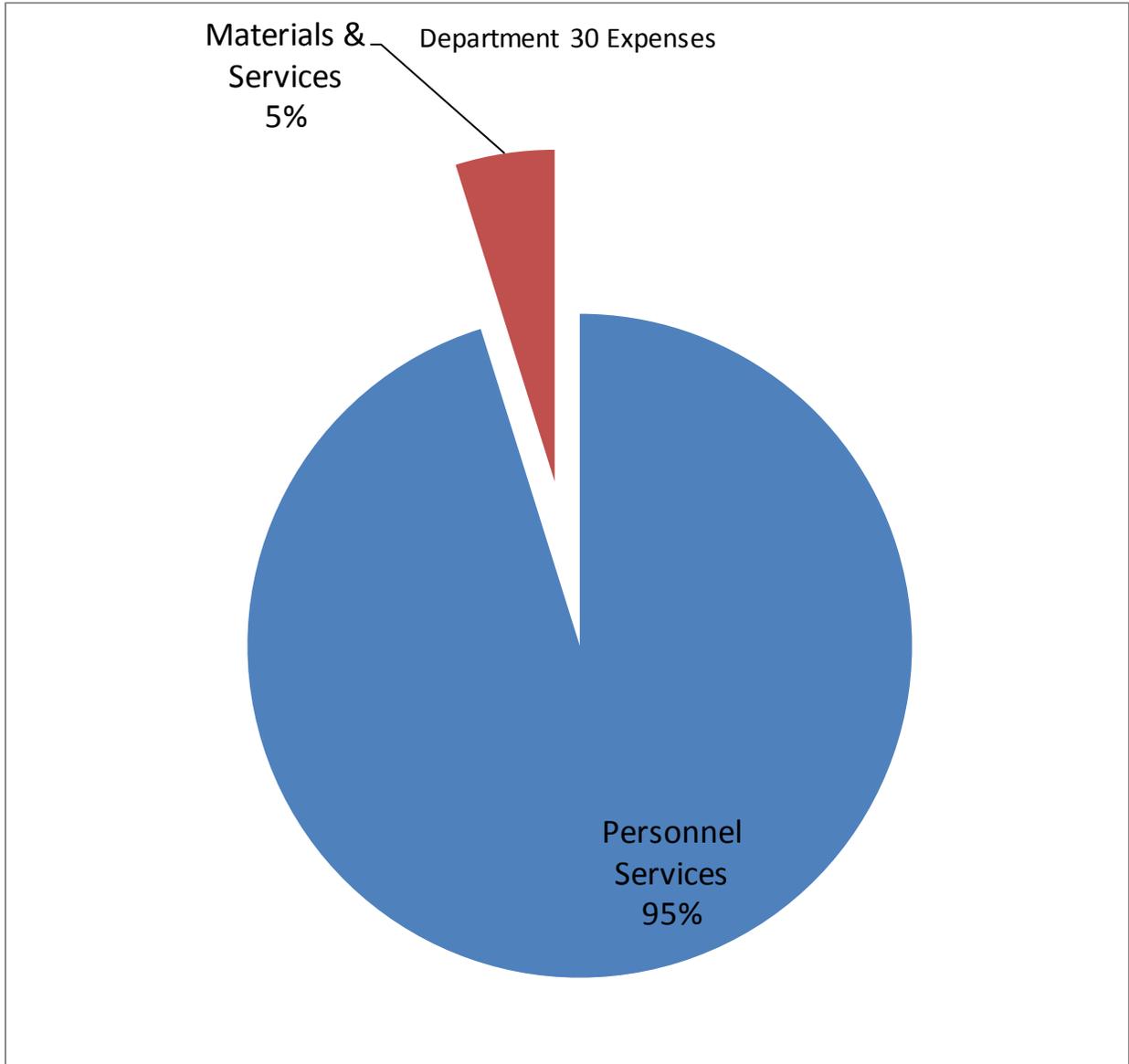
### Performance Measures:

- **SSO:** Ensure sewer system has adequate capacity to withstand a one in five year storm event without overflow.
- **MS4 Phase II:** Ensure the annual reporting and proposed Phase II performance measures are met on an annual basis.
- **Inspection:** Ensure service and mainline inspections are completed in accordance with the Oregon Plumbing Specialty Code and Rogue Valley Sewer Services Standards.

**ROGUE VALLEY SEWER SERVICES  
FISCAL YEAR 2017 - 2018  
Engineering Department 30  
(6.50 FTE)**



**Rogue Valley Sewer Services  
Adopted Budget FY18  
Department 30: Engineering**



# Rogue Valley Sewer Services

## Adopted Budget FY18

### Department 30: Engineering

Actual FY15	Actual FY16	Adopted Budget FY17	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
325,980	329,918	475,152	5010	Salaries	444,614	444,614	444,614
7,631	1,663	8,000	5012	Overtime	8,000	8,000	8,000
0	0	5,000	5015	On Call	5,000	5,000	5,000
79,202	78,063	78,437	5241	Medical & Dental Insurance	139,500	139,500	139,500
26,780	16,176	29,996	5275	Retirement Plan	38,237	38,237	38,237
20,263	16,427	24,075	5111	Social Security	27,566	27,566	27,566
4,739	3,842	5,630	5123	Medicare	6,447	6,447	6,447
(3,040)	2,830	5,200	5233	Worker's Compensation	5,200	5,200	5,200
179	164	160	5235	Worker's Assessment Expense	160	160	160
2,277	1,768	2,518	5250	LTD, Life Insurance, RHS	2,600	2,600	2,600
<b>464,010</b>	<b>450,851</b>	<b>634,168</b>		<b>TOTAL PERSONNEL SERVICES</b>	<b>677,324</b>	<b>677,324</b>	<b>677,324</b>
3,681	5,016	3,500	7211	Supplies, Office, Billing	3,500	3,500	3,500
0	0	0	7533	Physical Examinations	800	800	800
4,538	1,118	8,000	7544	Travel, Lodging, Meals, Training	8,000	8,000	8,000
3,250	0	3,500	7588	Memberships & Subscriptions	3,500	3,500	3,500
1,323	1,175	1,000	7641	Safety supplies, clothing	1,000	1,000	1,000
319	31	3,000	7653	Equipmt (under \$3,000)	3,000	3,000	3,000
98	0	1,000	7682	FOG Maint.	1,000	1,000	1,000
371	216	0	7711	Communication & Alarm	0	0	0
1,161	2,956	2,000	7820	Construction Site	1,000	1,000	1,000
3,144	267	6,500	7830	Post Construction	1,000	1,000	1,000
2,319	5,979	9,000	7840	Illicit Discharge	11,000	11,000	11,000
245	0	500	7995	Other Expense	500	500	500
<b>20,449</b>	<b>16,758</b>	<b>38,000</b>		<b>TOTAL MATERIAL &amp; SERVICES</b>	<b>34,300</b>	<b>34,300</b>	<b>34,300</b>
<b>484,459</b>	<b>467,609</b>	<b>672,168</b>		<b>TOTAL ENGINEERING EXPENSES</b>	<b>711,624</b>	<b>711,624</b>	<b>711,624</b>

# Rogue Valley Sewer Services Budget Document FY18

## Department 40: Maintenance

### Description:

Rogue Valley Sewer Services Maintenance Department provides for the safety of RVSS customers through the inspection, cleaning, and minor repairs of all sewer main lines used within its boundaries. Cleaning is mainly accomplished through the use of specially designed trucks, which use both flush and vacuum operations.

### Funding:

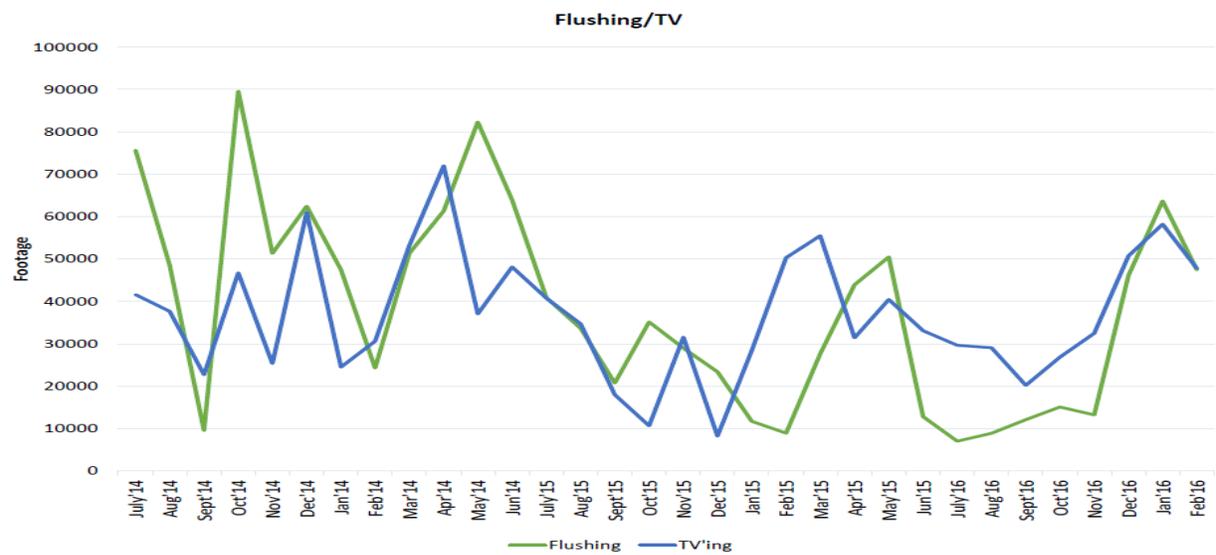
The Maintenance Department's general operational expenses are funded by revenue collected through service charges within RVSS General Fund 01. Repairs and maintenance are funded by revenues collected from service charges and System Development Charges within General Fund 01, Interceptor Capital Expansion Fund 07, and White City Storm Drain Fund 09.

### Goals:

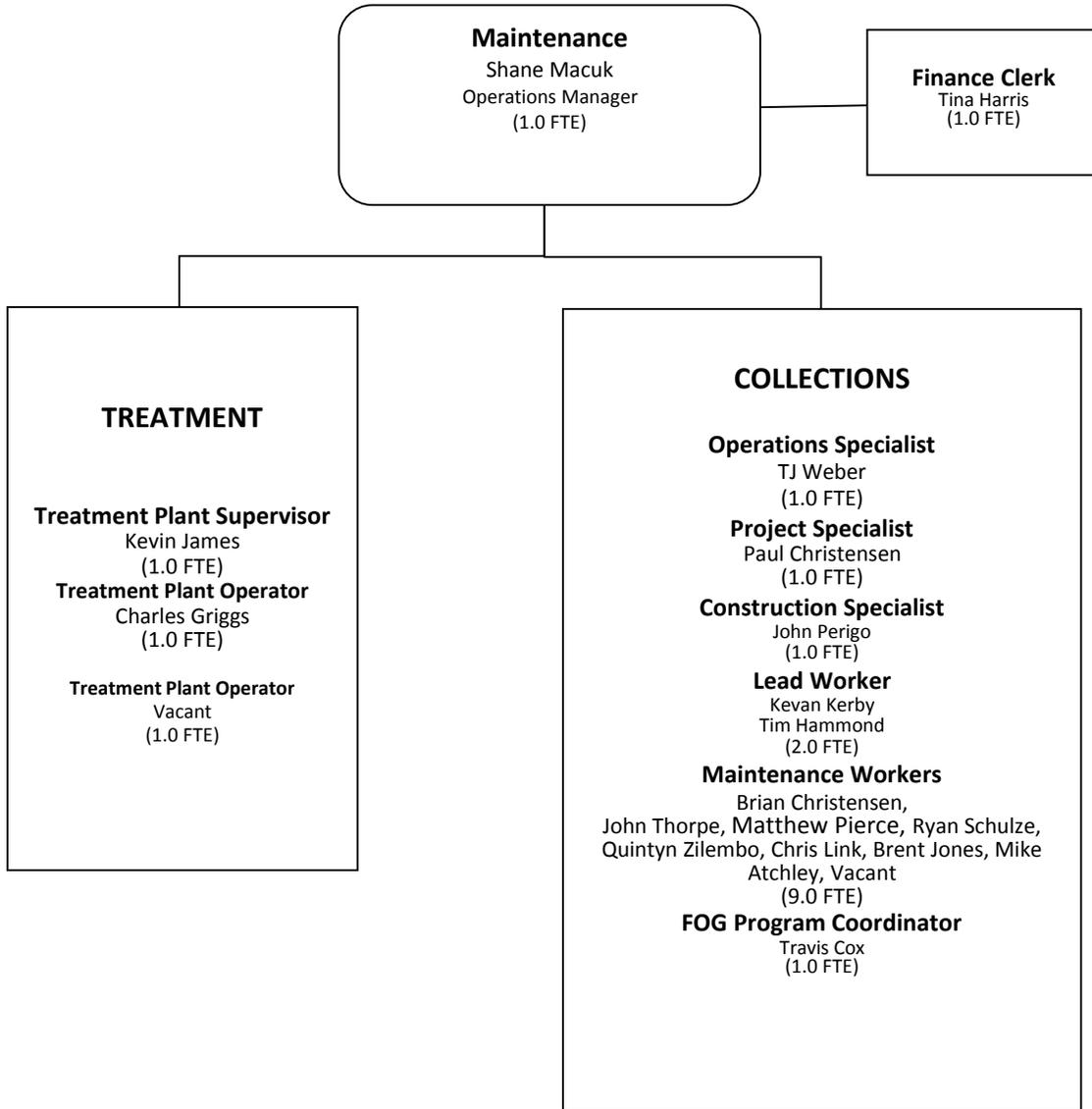
- Maintain the sewer system to protect the health and safety of people within the RVSS boundary.

### Performance Measures:

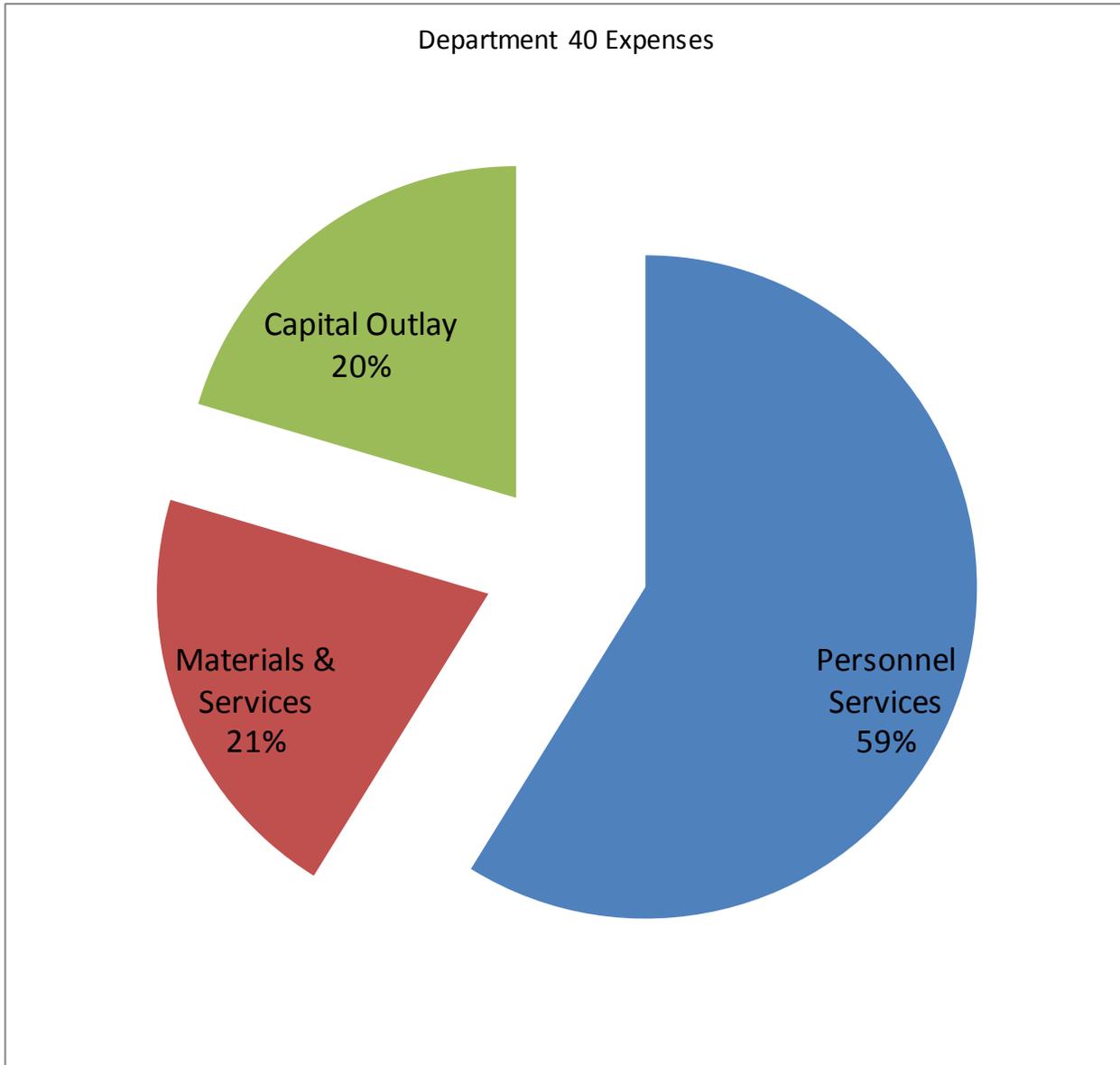
- **SSO:** Ensure sewer system is maintained and improved to ensure zero overflows each year.
- **Pipe Cleaning:** Complete main line pipe cleaning on the entire system at least once every 3 years.
- **Pipe Inspection:** Complete main line pipe television inspection on the entire system at least once every 5 years.
- **Pump Stations:** Complete pump stations capacity tests at least once per year.
- **Treatment Plant:** Comply with all discharge permit requirements.



**ROGUE VALLEY SEWER SERVICES**  
**FISCAL YEAR 2017 - 2018**  
**Maintenance Department 40**  
**(20.0 FTE)**



**Rogue Valley Sewer Services  
Adopted Budget FY18  
Department 40: Maintenance**



# Rogue Valley Sewer Services

## Adopted Budget FY18

### Department 40: Maintenance

Actual FY15	Actual FY16	Adopted Budget FY17	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
1,002,374	980,895	1,068,874	5010	Salaries	1,142,106	1,142,106	1,142,106
40,487	49,777	33,000	5012	Overtime	33,000	33,000	33,000
8,101	5,724	9,500	5015	On Call	10,000	10,000	10,000
227,274	227,564	254,479	5241	Medical & Dental Insurance	434,000	434,000	434,000
84,317	72,491	89,716	5275	Retirement Plan	98,221	98,221	98,221
62,885	64,775	64,679	5111	Social Security	70,811	70,811	70,811
5,490	0	0	5122	Unemployment Self insurance	0	0	0
14,388	13,716	15,126	5123	Medicare	16,561	16,561	16,561
(10,227)	10,352	19,010	5233	Worker's Compensation	20,000	20,000	20,000
464	487	482	5235	Worker's Assessment Expense	490	490	490
7,526	7,464	9,045	5250	LTD, Life Insurance, RHS	9,100	9,100	9,100
<b>1,443,079</b>	<b>1,433,245</b>	<b>1,563,911</b>		<b>TOTAL PERSONNEL SERVICES</b>	<b>1,834,289</b>	<b>1,834,289</b>	<b>1,834,289</b>
0	16,777	30,000	7113	Professional Services	10,000	10,000	10,000
1,567	2,512	1,900	7255	Postage	1,900	1,900	1,900
34,962	29,830	35,000	7225	Chemicals	41,000	41,000	41,000
0	0	0	7230	Sludge Disposal	8,600	8,600	8,600
0	0	0	7232	Laboratory Supplies	2,500	2,500	2,500
0	0	0	7234	Sampling and Testing	12,000	12,000	12,000
469	1,138	1,000	7300	Occupancy Permits	1,000	1,000	1,000
2,626	3,649	2,500	7533	Physical Examinations	2,500	2,500	2,500
13,566	27,010	22,000	7544	Travel, Lodging, Meals, Training	22,000	22,000	22,000
807	250	300	7588	Memberships & Subscriptions	1,500	1,500	1,500
4,966	3,508	30,000	7601	Flow monitoring	30,000	30,000	30,000
13,039	54,906	62,000	7631	System Maintenance	62,000	62,000	62,000
44,830	0	0	7633	Service Line Construction	0	0	0
776	1,557	0	7637	System Maintenance PS & Collection	2,000	2,000	2,000
30,055	29,631	20,000	7638	System Maintenance Treatment Plant	75,000	75,000	75,000
17,154	21,714	21,000	7641	Safety supplies, clothing	10,250	10,250	10,250
0	0	0	7642	Clothing	12,000	12,000	12,000
100,139	53,313	85,000	7651	Equipment & Vehicle Maint. - O&M	85,000	85,000	85,000
46,887	35,187	50,000	7652	Vehicle Fuel	40,000	40,000	40,000
4,475	6,324	13,000	7653	Equipment (under \$3,000)	13,000	13,000	13,000
29,870	44,284	40,000	7681	Pump Station Maint.	45,000	45,000	45,000
4,615	4,483	5,000	7685	Lagoon Maint.	10,000	10,000	10,000
11,491	6,574	20,000	7691	Step/Steg Maint.	20,000	20,000	20,000
36,529	35,403	30,000	7699	Bldg & Grounds Maintenance	36,000	36,000	36,000
13,867	12,466	12,000	7710	Alarms - Pump Stations	12,500	12,500	12,500
3,059	2,129	2,500	7711	Communication & Alarms	2,600	2,600	2,600
96,665	100,058	80,000	7755	Power - Pump Stations	86,000	86,000	86,000
1,028	216	500	7756	Utilities	500	500	500
1,046	25,899	2,000	7995	Other Expenses	2,000	2,000	2,000
<b>514,488</b>	<b>518,818</b>	<b>565,700</b>		<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>646,850</b>	<b>646,850</b>	<b>646,850</b>

# Rogue Valley Sewer Services

## Adopted Budget FY18

### Department 40: Maintenance

Actual FY15	Actual FY16	Adopted Budget FY17	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
230,464		0	0	6100 Replace TV Equip in both trucks	0	0	0
28,197		0	0	6100 2015 GMC Sierra Truck #31	0	0	0
26,405		0	0	6100 2015 GMC Sierra Truck #32	0	0	0
27,279		0	0	6100 2015 GMC Sierra Truck #33	0	0	0
26,698		0	0	6100 2015 GMC Sierra Truck #34	0	0	0
0	13,919	0	0	6100 MH Shoring	0	0	0
0	24,546	0	0	6100 Trench Box Shoring	0	0	0
0	9,595	0	0	6100 Jump Shoring	0	0	0
10,254	0	0	0	6100 GatorCam	0	0	0
5,615	0	0	0	6100 Pipe Laser	0	0	0
3,919	0	0	0	6100 Split Deck Tilt Trailer	0	0	0
433,716	2,246	0	0	6100 Flusher Truck	0	0	0
0	29,759	0	0	6100 Unit #2 Replacement-new #35	0	0	0
0	29,759	0	0	6100 Addl Truck #36	0	0	0
6,437	0	0	0	6100 Dynatel Locator	0	0	0
27,218	0	0	0	6100 Chain Flails	0	0	0
0	55,034	0	0	6100 Bob E55 Mini Excavator	0	0	0
0	0	42,000	0	6100 Propane Conversion	0	0	0
0	7,713	0	0	6100 Flail Mower	0	0	0
0	4,900	0	0	6100 Bulldozer Scraper Nozzle	0	0	0
0	0	43,000	0	6100 Replace Unit #16 - New #39	0	0	0
0	0	56,000	0	6100 Compact Trac-Loader	0	0	0
0	0	3,500	0	6100 Pipe Patch & Repair Equip	0	0	0
0	0	3,000	0	6100 Enclosed 6X12 Trailer for Pipe Patch	0	0	0
0	0	7,000	0	6100 Hydraulic Angle Broom	0	0	0
0	0	3,500	0	6100 Bulldog 3/4" flusher nozzle	0	0	0
0	0	5,500	0	6100 Walk behind street saw	0	0	0
0	0	40,000	0	6100 2017 GMC Terrain Truck #38	0	0	0
0	0	0	0	6100 Unit #12 Replacement	50,000	50,000	50,000
0	0	0	0	6100 Unit #11 Replace - little dump truck	100,000	100,000	100,000
0	0	0	0	6100 New Flusher Truck	475,000	475,000	475,000
0	0	0	0	6100 Facilities Generator	12,000	12,000	12,000
<b>826,202</b>	<b>177,471</b>	<b>203,500</b>		<b>TOTAL CAPITAL OUTLAY</b>	<b>637,000</b>	<b>637,000</b>	<b>637,000</b>
<b>2,783,769</b>	<b>2,129,534</b>	<b>2,333,111</b>		<b>TOTAL MAINTENANCE EXPENSE</b>	<b>3,118,139</b>	<b>3,118,139</b>	<b>3,118,139</b>

# Rogue Valley Sewer Services Budget Document FY18

## Department 50: Construction

### Description:

Rogue Valley Sewer Services Construction Department repairs, maintains, and constructs sewer/stormwater capital improvement projects and system maintenance projects within the service boundary of RVSS.

### Funding:

The Construction Department's general operational expenses are funded through revenue collected based on service charges and collected within RVSS General Fund 01. Capital Improvements are funded from revenues collected from service charges and System Development Charges and stored within General Fund 01, Interceptor Capital Expansion Fund 07, White City Storm Drain Fund 09, and Stormwater Quality Fund 10.

### Goals:

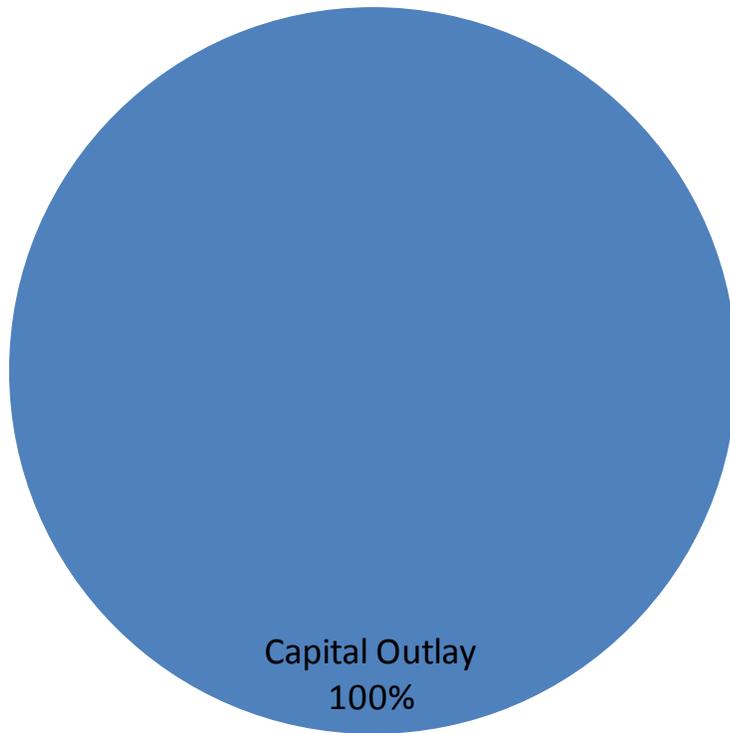
- Provide quality and efficient construction of new sewer and stormwater infrastructure within RVSS service boundary.
- Repair and rehabilitate existing infrastructure in accordance with State and RVSS Standards.
- Uphold the safety of the public and staff through the application of measure set forth by OSHA and RVSS.

### Performance Measures:

- **CIP:** Complete capital improvement project on time and within the allotted budget set forth at the beginning of each FY.
- **Safety:** Zero-on-the job injuries per year.

**Rogue Valley Sewer Services  
Adopted Budget FY18  
Department 50: Construction**

Department 50 Expenses



# Rogue Valley Sewer Services

## Adopted Budget FY18

### Department 50: Construction

Actual FY15	Actual FY16	Adopted Budget FY17	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
1,306	0	0	6100	Split Deck Tilt Trailer	0	0	0
0	0	50,000	600X	J063 - Lagoon Modifications	10,000	10,000	10,000
18,383	36,651	1,254,352	600X	J084 - Antelope Road Ph 1	25,000	25,000	25,000
111,453	246	0	600X	J090 - Phoenix Trunk Main	0	0	0
0	0	180,873	600X	J094 - Sara Lane Extension	180,876	180,876	180,876
2,660	181,798	0	600X	J098 - N. first Street	0	0	0
175	0	0	600X	J100 - Industrial Circle	0	0	0
0	7,218	200,000	600X	J111 - Crater Lane	0	0	0
522	23,622	0	600X	J138 - Peach St Realign	0	0	0
58	0	0	600X	J156 - Bolz Road Rehab	0	0	0
77,967	225	0	600X	J161 - Truax Pump Station	0	0	0
46	57	0	600X	J163 - Meadows Rehab	0	0	0
(102,499)	114,936	0	600X	J182 - Hwy 62 Bypass Phase 1	0	0	0
0	180	0	600X	J189 - S Stage Rehab	0	0	0
24,007	0	0	600X	J191 - Barton Road PS Aband	0	0	0
150	0	0	600X	J195 - E Gregory Realign	0	0	0
118,380	0	0	600X	J208 - N 5th Sewer Ext	0	0	0
0	35,325	0	600X	J215 - Table Rock MH adj	0	0	0
9,933	0	0	600X	J219 - John Luthy VFD	0	0	0
826,074	1,272	0	600X	J222 - Tracey Ave Sewer Replace	0	0	0
0	0	0	600X	J227 - Pioneer PS Controls	20,600	20,600	20,600
21,547	0	0	600X	J229 - Brandon St Rehab	0	0	0
0	0	0	600X	J232 - Lozier Lane St Improvement	20,000	20,000	20,000
12,595	0	0	600X	J233 - CP Freeman Rd SW imp	0	0	0
32,257	0	0	600X	J234 - RVSS Landscape Improvement	0	0	0
31,512	0	0	600X	J235 - RVSS Fence Improvement	0	0	0
333,287	722	0	600X	J236 - Locke & Coral Sewer Imp	0	0	0
78,862	86	0	600X	J237 - Bush/Freeman Sewer Ext	0	0	0
109,299	6,448	0	600X	J238 - John Luthy Replacement	0	0	0
0	0	0	600X	J240 - Rostell St Extension	75,908	75,908	75,908
0	0	469,235	600X	J243 - N Central Valley Rd	200,000	200,000	200,000
1,958	0	0	600X	J245 - General Service Line Replacement	0	0	0
211,987	64,919	0	600X	J259 - Hazel St Phase 2	0	0	0
0	4,811	0	600X	J260 - Buchannon Street Expansion	0	0	0
0	15,300	0	600X	J261 - Garfield Overlay MH	0	0	0
0	8,307	103,000	600X	J262 - ODOT Hwy 62 Bypass - Ph2	0	0	0
0	14,998	0	600X	J263 - Service Line FY16	0	0	0
0	0	0	600X	J265 - Service Line FY17	0	0	0
0	536	50,000	600X	J266 - Misc CIPP Jobs	0	0	0
0	4,731	0	600X	J268 - PS Telemetry	3,000	3,000	3,000
0	570	0	600X	J270 - ODOT Hwy 62 Ph 2	10,000	10,000	10,000
0	0	0	600X	J272 - OR99 Rapp Rd to N Main	0	0	0
0	0	0	600X	J273 - Hwy 99 Twin Creeks Crossing	0	0	0
0	0	0	600X	J274 - Wilson Way Sewer Extension	510,198	510,198	510,198
0	0	0	600X	J275 - Breckinridge Dr	49,528	49,528	49,528
0	0	0	600X	J281 - West Gregory PS Rehab	103,000	103,000	103,000
0	0	0	600X	J282 - Service Line FY18	41,200	41,200	41,200
0	0	0	600X	17-01 - Table Rock Rd Sewer Extension	515,000	515,000	515,000
0	0	0	600X	J278 - Misc CIPP Jobs FY18	300,000	300,000	300,000
20,138	180,900	40,000	600X	9999- Privately Funded Projects	40,000	40,000	40,000

# Rogue Valley Sewer Services

## Adopted Budget FY18

### Department 50: Construction

Actual FY15	Actual FY16	Adopted Budget FY17	a/c #	Category / Name	Proposed Budget FY18	Approved Budget FY18	Adopted Budget FY18
21,245	0	0	600X	J151-UBCI 48" Relief	0	0	0
1,808	0	0	600X	J067 - Dunn Pump Station/Force Main	0	0	0
5,838	29,416	361,904	600X	J200 - SORM Bank Protection	20,000	20,000	20,000
13,242	0	0	600X	J205 - UBCI Flow Station	0	0	0
0	0	0	600X	J212 - Dry Well Ventilator	0	0	0
0	14,210	0	600X	J254 - Regional Rain Gauge	0	0	0
0	0	50,000	600X	J271 - New Manhole Lids	50,000	50,000	50,000
0	0	100,000	600X	JXXX - Solar Power - Dunn PS	0	0	0
0	0	0	600X	JXXX - Ethernet Radio's - Flow Monitoring	25,000	25,000	25,000
51,440	0	0	600X	J207 - Ave G SD Improvements Ph 2	0	0	0
0	0	281,377	600X	J230 - Ave F and 8th St Improve	0	0	0
0	0	0	600X	J286 - 11th Street Detention Basin Rehab	108,972	108,972	108,972
0	0	30,000	600X	Misc Culvert Replacement	30,000	30,000	30,000
0	8,989	0	600X	6100 - GPS purchase	0	0	0
202	0	0	600X	J192 - Constructed SWQ Wetland	0	0	0
27,923	1,208	1,000	600X	J210- Talent SWQ Improvement	1,000	1,000	1,000
1,466	18,365	10,000	600X	J252 - N Front Swale	0	0	0
807	9	0	600X	J253 - West Street Swale	0	0	0
0	477	0	600X	J257 - Gebhard Rd Gate	0	0	0
0	0	50,000	600X	J264 - Gebhard structure remodel	50,000	50,000	50,000
0	50,000	260,000	600X	J269 - LID Project Support	100,000	100,000	100,000
0	0	0	600X	J283 - Meadowview SW Wetland	50,000	50,000	50,000
0	0	0	600X	J284 - Oak St, Outfall, Phoenix	50,000	50,000	50,000
(3,098)	0	0	600X	J285 - Colver Road Park	50,000	50,000	50,000
4,050	0	0	6100	Hisco Pump Rebuild	0	0	0
0	0	31,827	600X	J174 - Interceptor Manholes Rehab	0	0	0
0	0	15,450	600X	J177 - PS #3 Valve Vault Install	0	0	0
130,792	(50,329)	0	600X	J214 - Turbo Blowers	0	0	0
67	0	0	600X	J223 - SC WWTP Lighting Upgrade	0	0	0
6,052	0	0	600X	J241 - SC Security System	0	0	0
0	0	3,090	600X	J246 - Influent PS Improvements	0	0	0
0	0	5,974	600X	J247 - Rehab Paint and Asphalt	0	0	0
0	0	5,665	600X	J248 - Disc Filter Improvements	0	0	0
0	0	3,090	600X	J249 - Lab Equipment	0	0	0
0	0	37,132	600X	J250 - PS #2 Control Upgrade	0	0	0
0	18	65,932	600X	J251 - Schoolhouse Ln Extension	0	0	0
0	0	0	600X	J256 - OR62 Rogue River Dr-Cleveland	51,500	51,500	51,500
0	29,170	0	600X	J258 - Diffuser Replacement	0	0	0
168	0	0	600X	J265 - Hwy 62 Improvement	0	0	0
0	6,677	0	600X	J267 - PS #1 Cntl Panel Rehab	0	0	0
0	541	0	600X	9999 - Privately Funded Projects	0	0	0
<b>2,204,059</b>	<b>812,609</b>	<b>3,659,901</b>		<b>TOTAL CAPITAL OUTLAY</b>	<b>2,690,782</b>	<b>2,690,782</b>	<b>2,690,782</b>
<b>2,204,059</b>	<b>812,609</b>	<b>3,659,901</b>		<b>TOTAL CONSTRUCTION EXPENSES</b>	<b>2,690,782</b>	<b>2,690,782</b>	<b>2,690,782</b>

**Rogue Valley Sewer Services**  
**FY18 Adopted Budget**  
**Featured Items: RVSS Lagoons**

Table Rock in the background with dark clouds and a rainbow shadowing over the White City Lagoons.



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**Section V. Five-Year Cash Flow Projections**

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## **Rogue Valley Sewer Services 5 Year Cash Flow Projections**

The five year cash flow projections cover only the **General Fund**. It should be noted that these multi-year projections are rough estimates made for planning purposes only. The first page shows beginning fund balance and revenues, page two shows expenditures, and the last page shows transfers and ending fund balances.

Assumptions: 1) Growth rates for service charges and most other revenues were assumed to be 1.5%. 2) Inflation rate for labor was assumed at 3% and other expenditures at 1.0%. 3) Interest on investments is assumed to remain very low at 0.5%. 4) Treatment charges were increased a total of 9.0%, which represents 7.5% rate increase per Regional Rate Committee and 1.5% for growth).

Two reserves are shown on the cash flow projections. The first is a reserve for Interceptor System Development Charges collected over the amount necessary to be transferred to the Regional Construction Fund. The amount transferred to the Regional Construction Fund increased in March 2007. The other reserves are for operating contingencies, which are calculated at one month of budgeted expenditures.

The rehabilitation projects are based on the **Capital Improvement Plan (CIP)** prepared by the Engineer, which will be approved by the Board of Directors on June 21, 2017.

A schedule listing our projected major equipment and vehicle replacements over the next five years follows the projected five year capital improvement plan in this Projection section of the budget document.

5 Year Cash Flow Projections—continued

## Rogue Valley Sewer Services Five Year Cash Flow Projections GENERAL FUND (01)

	FY18 Rate	% Growth	Actual FY16	Projected FY17	Budgeted FY18	Projection FY19	Projection FY20	Projection FY21	Projection FY22
<b>BEGINNING FUND BALANCE</b>			(304,257)	913,002	1,306,399	286,011	63,967	43,688	312,666
<b>REVENUES</b>									
<b>Service Charges</b>			15% increase	3.83% increase	3.16% increase	6.0% increase	8.0% increase	4.27% increase	4.27% increase
All Areas	\$ 19.60	1.5%	7,508,587	8,305,872	8,555,048	9,204,376	10,089,837	10,678,483	11,301,471
<b>System Development Charges</b>									
Collection SDC - RVSS	\$ 625.00	1.5%	382,840	300,000	300,000	305,000	310,000	315,000	320,000
Regional Interceptor SDC - RVSS	\$ 500.00	1.5%	179,407	150,000	150,000	152,000	154,000	156,000	158,000
Trunk SDC (W.C. Trunk) - RVSS	\$ 225.00	1.5%	6,354	10,000	10,000	10,200	10,400	10,600	10,800
Trunk SDC (W.C. Trunk, EP Tie-In)	\$ 750.00	1.5%	38,250	40,000	40,000	40,600	41,200	41,800	42,400
			606,851	500,000	500,000	507,800	515,600	523,400	531,200
<b>Project Reimbursement Offsets</b>									
Equipment Rental			35,007	40,000	40,000	70,000	70,000	70,000	70,000
Labor			187,946	200,000	200,000	260,000	260,000	260,000	260,000
			222,953	240,000	240,000	330,000	330,000	330,000	330,000
<b>Other Revenue</b>									
Assessment / SDC Loan Payments			81,479	55,000	55,000	50,000	50,000	50,000	50,000
Interest on Investments			16	5,000	5,000	5,000	5,000	5,000	5,000
Eagle Point - Property Tax			70,000	70,000	-	-	-	-	-
Sale of So. Pacific Hwy. Property			29,895	25,293	25,293	25,293	25,293	25,293	25,293
Tap, Developer, Inspector, Permit Fees			109,079	55,500	55,500	55,500	55,500	55,500	55,500
Lien Search Fees			53,837	70,000	70,000	70,000	70,000	70,000	70,000
Contractual Services			38,150	70,000	70,000	70,000	70,000	70,000	70,000
Late fees			49,197	50,000	50,000	50,000	50,000	50,000	50,000
Miscellaneous, Lagoon tipping fee			126,695	45,707	52,707	52,707	52,707	52,707	52,707
			558,348	446,500	383,500	378,500	378,500	378,500	378,500
<b>TOTAL REVENUES</b>			8,896,739	9,492,372	9,678,548	10,420,676	11,313,937	11,910,383	12,541,171

5 Year Cash Flow Projections—continued

## Rogue Valley Sewer Services Five Year Cash Flow Projections GENERAL FUND (01)

	FY18 Rate	% Growth	Actual FY16	Projected FY17	Budgeted FY18	Projection FY19	Projection FY20	Projection FY21	Projection FY22
<b><u>EXPENDITURES</u></b>									
<b><u>Operations</u></b>									
Personnel Services		3.0%	2,711,498	3,040,541	3,636,757	3,745,860	3,858,236	3,973,983	4,093,202
Treatment Charges (1.5% growth & 7.5% chges)		9.0%	2,748,900	3,091,511	3,323,374	3,622,478	3,948,501	4,303,866	4,691,214
Materials & Supplies		1.0%	907,310	953,005	1,010,565	1,020,671	1,030,877	1,041,186	1,051,598
Capital Outlay			185,717	197,864	802,460	250,000	290,000	90,000	23,000
Total Operations			6,553,425	7,282,921	8,773,156	8,639,008	9,127,614	9,409,034	9,859,014
<b><u>Capital Construction Projects</u></b>									
Collection System SDC			703,857	1,547,096	2,094,310	2,252,584	2,481,407	2,536,511	2,083,710
Lagoons - Vactor Waste			-	50,000	10,000				
			703,857	1,597,096	2,104,310	2,252,584	2,481,407	2,536,511	2,083,710
<b><u>Debt Service</u></b>									
FF&C Obligation			127,084	126,876	126,636	126,128	126,196	123,860	105,780
DEQ Loan - R78495			-	-	-	-	-	-	-
DEQ Loan - R30021 - E.P. (No Call Premium) (4.48%)			136,580	67,963	-	-	-	-	-
OEDD Loan - G96005 - E.P. (2% Call Premium) (5.01%)			42,619	46,119	44,334	-	-	-	-
			306,283	240,958	170,970	126,128	126,196	123,860	105,780
<b>TOTAL EXPENDITURES</b>			7,563,565	9,120,975	11,048,436	11,017,720	11,735,217	12,069,405	12,048,504
<b>REVENUES OVER EXPENDITURES</b>			1,333,174	371,397	(1,369,888)	(597,044)	(421,279)	(159,022)	492,668

5 Year Cash Flow Projections—continued

**Rogue Valley Sewer Services**  
**Five Year Cash Flow Projections**  
**GENERAL FUND (01)**

	FY18 Rate	% Growth	Actual FY16	Projected FY17	Budgeted FY18	Projection FY19	Projection FY20	Projection FY21	Projection FY22
<b><u>TRANSFERS</u></b>									
<b><u>Transfers In</u></b>									
Transfers - Labor & Veh, Other Funds		5.0%	402,560	522,000	849,500	875,000	901,000	928,000	956,000
			402,560	522,000	849,500	875,000	901,000	928,000	956,000
<b><u>Transfers Out</u></b>									
Transfer to Regional Interceptor Maint Funds			171,724	150,000	150,000	150,000	150,000	150,000	150,000
Transfer to Regional Interceptor Capital Fund			346,751	350,000	350,000	350,000	350,000	350,000	350,000
			518,475	500,000	500,000	500,000	500,000	500,000	500,000
<b>NET TRANSFERS IN (OUT)</b>			(38,570)	22,000	349,500	375,000	401,000	428,000	456,000
<b>ENDING FUND BALANCE</b>			913,002	1,306,399	286,011	63,967	43,688	312,666	1,261,333
Less: Interceptor Improvement SDC Reserve			1,307,255	1,509,225	1,712,225	1,922,225	2,137,225	2,137,225	2,357,225
Less: Operating Reserve (1/12 Expenditures)			(629,814)	(759,777)	(920,335)	(959,426)	(1,019,194)	(1,047,031)	(1,045,290)
<b>UNRESERVED ENDING FUND BALANCE</b>			1,366,739	2,055,847	1,077,901	1,026,766	1,161,719	1,402,859	2,573,268

## 5 Year Cash Flow Projections—continued

### Explanation for Each Capital Improvement Project for FY 2018

#### Collection System SDC, Fund 01

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General comments on project funding: All capital projects in Fund 1 are funded through a combination of system development charges and sewer user rates. There are no plans for loans or other debt financing for projects in fiscal year 2018.

**Lagoon Modifications, J063:** This project will construct improvements to the White City Lagoons to improve their function for dumping vector waste. The improvements will also facilitate use of the lagoons for receiving domestic septic waste.

Estimated Cost: \$10,000

**Antelope Road Rehab-Phase 1, J084:** 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 18" in diameter. There is a total of 12,000 feet of pipe that will be replaced over the next three years. Work for 2018 includes flow monitoring and design.

Estimated Cost: \$25,000

**Sara Lane Extension, J094:** This project will construct approximately 600 feet of pipe on the extension of Sara Lane to Buchannon Street in Eagle Point. This extension will allow us to eliminate some back-yard main lines that are in poor condition.

Estimated Cost: \$180,873

**Pioneer PS Controls, J227:** This project will upgrade the controls for the Pioneer Pump Station.

Estimated Cost: \$20,600

**Lozier Lane Street Improvements, J232:** The City of Medford is making road improvements which will require RVSS to relocate and adjust certain sewer facilities.

Estimated Cost: \$20,000

## 5 Year Cash Flow Projections—continued

**Rostell St Extension, J240:** This project will replace approximately 300 feet of 6 inch sewer in poor condition with new 8 inch sewer.

Estimated Cost: \$75,908

**North Central Valley Road, J243:** North Central Valley Road in Central Point has an old concrete sewer main in poor condition. This project will replace the existing main line.

Estimated Cost: \$200,000

**ODOT Hwy 62 Bypass Ph 2 (Un-Reimbursable), J270:** The second phase of the new bypass will require relocations of RVSS facilities. This work will be completed through an add-work agreement with ODOT.

Estimated Cost: \$10,000

**Wilson Way Sewer Extension, J274:** This project will construct approximately 3,000 feet of new sewer. This will allow us to decommission existing Wilson pump station as well as approximately 12 STEP tanks.

Estimated Cost: \$510,198

**Breckinridge Drive Sewer Realignment, J275:** This project will construct approximately 100 feet of sewer on Breckinridge Drive in Phoenix. This extension will allow us to eliminate some back-yard main lines that are in poor condition with poor access.

Estimated Cost: \$49,528

**Miscellaneous CIPP Jobs, J278:** This item will be used to cover costs associated with the rehabilitation of pipe using the Cured-in-Place Pipe (CIPP) lining method.

Estimated Cost: \$300,000

**West Gregory PS Rehabilitation, J281:** This project will rehabilitate the pump station including the installation of new submersible pumps.

Estimated Cost: \$103,000

## 5 Year Cash Flow Projections—continued

**General Service Line Replacement, J282:** Rogue Valley Sewer Services will reimburse property owners within our service district for one third of the replacement cost to rebuild their existing service line from the house to the mainline.

Estimated Cost: \$41,200

**Table Rock Road Sewer Extension, 17-01:** This project will construct approximately 2000 feet of new sewer in an area previously not served by a public main. This will allow adjacent properties to connect to public sewer and abandon failing septic systems. This project is structured as a reimbursement district which will recover construction costs as properties connect.

Estimated Cost: \$515,000

**PS Telemetry, J268:** This item will be used to cover costs associated with improving our pump station communication system.

Estimated Cost: \$3,000

**Privately Funded Projects, 9999:** This item will be used to cover costs for jobs to be identified during the course of FY 18.

Estimated Cost: \$40,000

## **Regional Interceptor SDC, Fund 07**

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General comments on project funding: All capital projects in Fund 7 are funded through the Interceptor Capital Expansion Fee. The fee is set at \$1.05 per ERU per month for all users served by the regional interceptor system. Approximately 50% of the funding comes from the City of Medford. There are no plans for any loans or other debt financing during FY 2018.

**SORM Bank Protection, J200:** This project will install approximately 300 feet of stream bank protection in an area where erosion from Bear Creek is threatening the Lower Bear Creek Interceptor. Work for 2018 includes monitoring and watering of vegetation.

Estimated Cost: \$20,000

## 5 Year Cash Flow Projections—continued

**New Manhole Lids, J271:** This project will replace existing lock-down manhole lids on the interceptor which are severely corroded and no longer water tight.

Estimated Cost: \$50,000

**Ethernet Radio's - Flow Monitoring, JXXX:** This item will be used to cover costs associated with improving our flow monitoring communication system.

Estimated Cost: \$25,000

## **White City Industrial Storm Drainage, Fund 9**

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General comments on project funding: All capital projects in Fund 9 are funded through the White City Industrial Storm Drainage Fee. This fee is based on the total area and total impervious area of each property within the service area. There are no plans for any loans or other debt financing during FY 2018.

**11<sup>th</sup> Street Detention Basin Rehab, J286:** This project will rehabilitate an existing stormwater pond in the White City Industrial Area. Proposed improvements will provide more effective stormwater quality and quantity management in the facility. Work includes earthwork, pipe, structure and vegetation improvements.

Estimated Cost: \$108,972

**Miscellaneous Culvert Replacement:** Install or replace culverts in White City Industrial Storm Drain Area as identified during the course of the yearly maintenance.

Estimated Cost: \$30,000

## **Storm Water Quality, Fund 10**

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General comments on project funding: All capital projects in Fund 10 are funded through the Stormwater Quality Fee. This fee is imposed on all properties within the Phase 2 MS4 boundary and is set at \$1 per equivalent residential unit per month. There are no plans for any loans or other debt financing during FY 2018.

## 5 Year Cash Flow Projections—continued

**Talent SWQ Improvement, J210:** This constructed wetland was completed in 2015. The project requires additional monitoring to ensure that the vegetation is properly established.

Estimated Cost: \$1,000

**Gebhard Structure Remodel, J264:** The Gebhard Stormwater Quality Structure was the first stormwater quality structure installed by RVSS in 2007. During moderate rain events velocities in the structure wash out collect sediment, making the structure ineffective. This project will mitigate the high velocities to allow for effective water quality treatment.

Estimated Cost: \$ 50,000

**Coordinated LID Projects, J269:** A program will be established through which projects developer will have the opportunity to apply for financial support from RVSS for stormwater management plans that go above and beyond the basic requirements for treatment and detention. Funds will be available to both public and private projects.

Estimated Cost: \$100,000

**Meadowview Homes Stormwater Wetland, Phoenix, J283:** Stormwater runoff currently bypasses the stormwater treatment wetland in the Meadowview Homes subdivision following long wet periods. This project would evaluate and correct issues such that runoff flows into the stormwater treatment wetland and would improve flow through the downstream stormwater swale.

Estimated Cost: \$50,000

**Oak St. Outfall, Phoenix, J284:** The Oak St. Outfall discharges untreated into a riparian area in Blue Heron Park in Phoenix. This project would install stormwater treatment at the outfall and would include removal and replacement of invasive blackberries in the immediate vicinity of the outfall.

Estimated Cost: \$50,000

**Colver Park Stormwater, Phoenix, J285:** The City of Phoenix has identified stormwater infrastructure rehabilitation needs at Colver Park that will involve redesigning the existing parking lot. Based on soil type this project would not be required to use Low Impact Development (LID) for stormwater management. RVSS will collaborate with the City of Phoenix through this project to install LID stormwater treatment for the impervious surfaces in the park that will be redeveloped.

Estimated Cost: \$50,000

**ROGUE VALLEY SEWER SERVICES  
CAPITAL IMPROVEMENT PLAN (CIP)**

This “Plan” represents best projections  
Conditions may warrant changes to plan

	<b>Proj #</b>	<b>Actual FY16</b>	<b>Projected FY17</b>	<b>Budgeted FY18</b>	<b>Projection FY19</b>	<b>Projection FY20</b>	<b>Projection FY21</b>	<b>Projection FY22</b>
<b><u>Collection System SDC</u></b>								
<b><u>RVSS</u></b>								
Lagoons-Vactor Waste	J063		50,000	10,000				
Antelope Road Rehab	J084	36,651	10,000	25,000	1,254,352	1,254,352	1,254,352	
Old CP Pressure Main	J087					327,818		
Phoenix Trunk Main	J090	246						
Sara Lane Extension	J094		20,000	180,876				
N. First Street	J098	181,798						
Crater Lane	J111	7,218						
Van Way	J137							383,033
Peach St Realign	J138	23,622						
Truax Pump Station	J161	225						
The Meadows	J163	57						225,591
Onyx Rehab	J164							458,622
Hwy 62 Bypass Phase 1	J182	114,936	3,133					
6th Street	J188				50,697			
S Stage Rehab	J189	180						
Ave F to 8th	J190						154,303	
Rodale Rehab	J198							476,464
Table Rock MH Adj	J215	35,325						
Tracy Avenue Sewer Replacement	J222	1,272						
Pioneer PS Controls	J227			20,600				
Lozier Lane St Improvement	J232		164,312	20,000				
Locke & Coral Sewer Imp	J236	722						
Bush/Freeman Sewer Ext	J237	86						
John Luthy Replacement	J238	6,448						
C Street & 9th Extension	J239					125,548		
Rosetell St Extension	J240			75,908				
N Central Valley Rd	J243		514,211	200,000				
South Platt Rehab	J244					352,107		
Hazel Street Rehab Phase 2	J259	64,919						
Buchannon Street Expansion	J260	4,811	25,590					
Garfield Street Overlay	J261	15,300						

**ROGUE VALLEY SEWER SERVICES  
CAPITAL IMPROVEMENT PLAN (CIP)**

This "Plan" represents best projections  
Conditions may warrant changes to plan

	<b>Proj #</b>	<b>Actual FY16</b>	<b>Projected FY17</b>	<b>Budgeted FY18</b>	<b>Projection FY19</b>	<b>Projection FY20</b>	<b>Projection FY21</b>	<b>Projection FY22</b>
<b>Collection System SDC</b>								
<b>RVSS</b>								
ODOT Hwy 62 Bypass - Phase 2	J262	8,307	300,000					
FY16 Service Lateral Replacement	J263	14,998						
FY17 Service Lateral Replacement	J265		40,000					
Misc CIPP Jobs	J266	536	200,000					
PS Telemetry	J268	4,731		3,000				
ODOT Hwy 62 Ph 2	J270	570	110,000	10,000				
OR 99 Rapp Rd to N Mn	J272		75,000					
Hwy 99 Twin Creeks Crossing	J273		5,150					
Wilson Way Sewer Extension	J274		30,000	510,198				
Breckinridge Dr	J275			49,528				
Magnolia Ave 8" Gravity	J276				435,139			
Hartley Road Grinder Pumps	J277				119,351			
Cherry 8th Sewer Replacement	J279					81,582		
Donna Way & Rachel Dr Sewer Repla	J280						787,856	
West Gregory PS Rehab	J281			103,000				
Service Line FY18	J282			41,200				
Replace MH EP 106	J283				53,045			
Table Rock Rd Sewer Extension	17-01		10,000	515,000				
Misc CIPP Jobs FY18	J278			300,000	300,000	300,000	300,000	500,000
Privately Funded Projects	9999	180,900	40,000	40,000	40,000	40,000	40,000	40,000
<b>Total</b>		<b>703,858</b>	<b>1,597,396</b>	<b>2,104,310</b>	<b>2,252,584</b>	<b>2,481,407</b>	<b>2,536,511</b>	<b>2,083,710</b>
<b>Bear Creek Interceptor Fund 04</b>								
<b>Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**ROGUE VALLEY SEWER SERVICES  
CAPITAL IMPROVEMENT PLAN (CIP)**

This "Plan" represents best projections  
Conditions may warrant changes to plan

	<u>Proi#</u>	<u>Actual FY16</u>	<u>Projected FY17</u>	<u>Budgeted FY18</u>	<u>Projection FY19</u>	<u>Projection FY20</u>	<u>Projection FY21</u>	<u>Projection FY22</u>
<b><u>Regional Interceptor SDC Fund 07</u></b>								
UBCI 48" Relief	J151				1,236,481	2,060,802	2,060,802	2,885,122
SORM Bank Protection	J200	29,416	291,271	20,000	10,000			
Regional Rain Gauge	J254	14,210	7,501					
New Manhole Lids	J271		33,598	50,000				
Ethernet Radio's - Flow Monitoring	JXXX			25,000				
<b>Total</b>		<b>43,626</b>	<b>332,370</b>	<b>95,000</b>	<b>1,246,481</b>	<b>2,060,802</b>	<b>2,060,802</b>	<b>2,885,122</b>
<b><u>White City Storm Drain Fund 09</u></b>								
Ave F and 8th Street Improvement	J230		281,377		298,513			
11th Street Detention Basin Rehab	J286			108,972				
Miscellaneous Culverts			30,000	30,000	30,000	30,000	30,000	30,000
<b>Total</b>		<b>-</b>	<b>311,377</b>	<b>138,972</b>	<b>328,513</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
<b><u>Storm Water Quality Fund 10</u></b>								
Talent Wetlands	J210	1,208	341	1,000				
N Front Swale	J252	18,365						
West Street Swale	J253	9						
Gebhard Rd Gate	J257	477						
Gebhard Structure Rehab	J264			50,000				
GPS Purchase	6100	8,989						
LID Project Support	J269	50,000		100,000	100,000	100,000	100,000	100,000
Meadowview SW Wetland	J283			50,000				
Oak St., Outfall Phoenix	J284			50,000				
Colver Road Park	J285			50,000				
<b>Total</b>		<b>79,048</b>	<b>341</b>	<b>301,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>TOTAL CIP - All Funds</b>		<b>826,532</b>	<b>2,241,484</b>	<b>2,639,282</b>	<b>3,927,578</b>	<b>4,672,209</b>	<b>4,727,313</b>	<b>5,098,832</b>

## **ROGUE VALLEY SEWER SERVICES CAPITAL IMPROVEMENT PLAN (CIP)**

**This “Plan” represents best projections  
Conditions may warrant changes to plan**

**The following policy was approved by the Board on October 21, 2009.**

"[...] The primary focus of the capital improvement plan at this time is to rehabilitate or replace pipes before they fall victim to the ravages of time. Approximately two-thirds of the collection system is PVC pipe less than 30 years old. PVC pipe should be expected to function for at least 75 years. At this time there is no reason to consider routine replacement of any of our PVC pipe. The collection system includes over 52 miles of concrete pipe and 45 miles of asbestos cement pipe. There is an additional 34 miles of concrete pipe in the interceptors and major trunks. The design life of these materials is 50 years. All of the concrete pipe and most of the asbestos cement pipe in our system is over 30 years old. There is over 19 miles of concrete pipe in the system that is over 50 years old."

"The design life of a pipe is an estimation of how long the pipe should last under normal conditions. The deterioration of a pipe from old age is rarely a catastrophic failure. More typically the pipe will suffer from small cracks, differential settlement, and root intrusion, all of which increases the amount of infiltration and potential blockages. As with any structure, the quality of initial construction and the maintenance schedule will have a big impact on the useful life of the pipe. A concrete pipe could function anywhere from 20 years to 100 years depending on the quality of construction and maintenance."

"In order to keep pace with the aging of the system 1/50th, or 2% of the concrete and asbestos cement pipe should be replaced or rehabilitated annually. This translates to approximately 2.5 miles of pipe per year. We have come very close to this over the past eight years, averaging 2.35 miles of pipe replaced or rehabilitated each year. ... Over the next five years the target of 2.5 miles of pipe per year could be achieved for an average of slightly less than \$2 million per year."

"Staff Recommendation: We consider our aggressive capital improvement program to be one of the major keys to the success of RVSS and part of what differentiates us from most other sewer utilities. We should continue with our goal to replace or rehabilitate at least 2% of the concrete and asbestos cement pipe annually. By doing this work in a timely fashion we are able to avoid much more costly emergency work in the future."

**ROGUE VALLEY SEWER SERVICES**  
**Major Equipment & Vehicle Replacement Schedule**

Yr	Make	Description	Unit#	Cost	Replace Date	Replace Value	Actual FY16	Projected FY17	Budget FY18	Plan FY19	Plan FY20	Plan FY21	Plan FY22
<b>Light Trucks</b>													
2004	Ford	Hi-Cube Van	5	115,305	2020	200,000				250,000			
2002	Ford	F550 CC 4X4 Super Duty 3 year	11	31,173	2019	40,000							
2018	Ford	Replace Unit #11		100,000	2028	100,000			100,000				
2009	Ford	F350 P/U 1 Ton 4X4	12	33,183	2019	40,000							
2018	Ford	Replace Unit #12		50,000	2020	50,000			50,000				
2011	Ford	F550 CC 4X4 Super Duty w/Fal	15	55,000	2021	51,000						60,000	
2008	Ford	F350 Ext Cab 4WD P/U	16	22,163	2017	25,000							
2008	Ford	F550 One Ton Flatbed Crane T	17	24,794	2020	30,000					75,000		
2007	Chevy	Colorado Ext Cab 2WD	19	12,437	2019	13,000						30,000	
2007	Chevy	Colorado Ext Cab 4WD	20	15,579	2018	16,000					30,000		
2014	Ford	F350 Dually Super Duty Crane	30	60,133	2022	65,000							90,000
2015	GMC	Sierra Extra Cab 4x4 1/2 ton	31	26,500	2026	28,500							
2015	GMC	Sierra Extra Cab 4x4 1/2 ton	32	26,500	2026	28,500							
2015	GMC	Sierra Extra Cab 4x4 1/2 ton	33	26,500	2026	28,500							
2015	GMC	Sierra Extra Cab 4x4 1/2 ton	34	26,500	2027	28,500							
2015	GMC	Sierra Quad Cab 4x4 1/2 ton	35	28,882	2028	32,000	29,759						
2015	GMC	Sierra Quad Cab 4x4 1/2 ton	36	28,882	2028	32,000	29,759						
2017	GMC	Terrain	38	25,868	2032	26,000		40,000					
2016	GMC	Sierra Duramax 2500HD Quad	39	39,793	2026	45,000		46,264					
<b>Light Trucks Total</b>							<b>59,518</b>	<b>86,264</b>	<b>150,000</b>	<b>250,000</b>	<b>105,000</b>	<b>90,000</b>	<b>90,000</b>

**ROGUE VALLEY SEWER SERVICES**  
**Major Equipment & Vehicle Replacement Schedule, continued**

Yr	Make	Description	Unit#	Cost	Replace Date	Replace Value	Actual FY16	Projected FY17	Budget FY18	Plan FY19	Plan FY20	Plan FY21	Plan FY22
<b>Heavy Equipment</b>													
2006	Volvo	Dump Truck	26	104,000	2019	120,000					140,000		
2005	Sterling	Vac-Con Flusher Truck	27	223,867	2016	285,000							
2018	Sterling	Vac-Con Flusher Truck	NEW	475	2028	475,000			475,000				
2007	Volvo	Dump Truck	28	107,000	2022	120,000							140,000
2015	Peterbilt	Vactor 2100 Flusher Truck	37	433,000	2025	440,000	2,246						
1998	John Deere	Backhoe 310SE	BSE	60,000		60,000							
2004	John Deere	Backhoe 310SG	BSG	59,000		59,000							
2009	John Deere	Backhoe 310SJ	BSJ	77,191		78,000							
2008	Trail King	TK40	TK	19,950	2033	20,000							
1997	Trail King	TK40	TK	12,255	2022	20,000							
2014	FabForm	FFSF204T20' Split Deck Trailer	FF	5,225	2034	5,225							
2001	Hyster	Forklift	HY	3,700		3,700							
2013	Hyster	Forklift	HY	27,234	2028	27,234							
2007	Pioneer	SAPP66S 6" Pump	PP	40,191	2027	40,191							
2003	OBrien	Golf Course Flusher	OB	26,667	2023	26,667							
1980	Onan	II Generator 45KW	ONAN	18,000	2018	18,000							
1986	Onan	IIIGenerator 125KW	ONAN	25,000	2019	25,000							
2007	Onan	IV Generator 50KW	ONAN	24,955	2027	24,955							
1999	Generac	Generator 50KW	GENER	11,623	2020	11,623					30,000		
2018	Generac	Facilities Generator	GENER	12,000	2028	12,000			12000				
	Ingersoll Ra	Trailer Mounted Compressor	IR	10,000	2020	10,000					15,000		
2016	Bobcat	E55 Mini Excavator	BOB	55,000	2027	55,000	55,034						
2017	Caterpillar	Trac Steer 259D	CAT	54,104	2031	55,000		56,000					
<b>Heavy Equipment Total</b>							<b>57,280</b>	<b>56,000</b>	<b>487,000</b>	<b>0</b>	<b>185,000</b>	<b>0</b>	<b>140,000</b>
<b>GRAND TOTAL</b>							<b>116,798</b>	<b>142,264</b>	<b>637,000</b>	<b>250,000</b>	<b>290,000</b>	<b>90,000</b>	<b>230,000</b>



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**Rogue Valley Sewer Services  
FY18 Adopted Budget  
Personnel Services**

	Salary Range*		Number Positions			
	Entry	Top	FY15	FY16	FY17	FY18
<b><u>Administration Department</u></b>						
Finance Clerk	3,383	4,227	3.00	3.00	4.00	4.00
Executive Secretary	4,271	5,329	1.00	1.00	1.00	1.00
Finance Director	7,195	8,983	1.00	1.00	1.00	1.00
Development Specialist	3,642	4,508	0.00	0.00	0.50	0.50
Network Administrator	6,738	8,415	0.00	0.00	0.35	0.35
Manager	14,830	0	1.00	1.00	1.00	1.00
			<u>6.00</u>	<u>6.00</u>	<u>7.85</u>	<u>7.85</u>
<b><u>Information Technology Department</u></b>						
Network Administrator	6,738	8,415	1.00	1.00	0.65	0.65
GIS Technician	4,045	5,010	1.00	1.00	1.00	1.00
			<u>2.00</u>	<u>2.00</u>	<u>1.65</u>	<u>1.65</u>
<b><u>Engineering Department</u></b>						
District Engineer	7,418	9,274	1.00	1.00	1.00	1.00
Stormwater Coordinator	5,772	7,140	1.00	1.00	1.00	1.00
Stormwater Quality Tech	4,045	5,010	0.00	0.00	0.00	1.00
Inspector	4,045	5,010	2.00	2.00	2.00	2.00
Eng. Admin. Assist./GIS Spec	3,592	4,446	1.00	0.00	0.00	0.00
Development Specialist	3,642	4,508	0.00	1.00	0.50	0.50
Engineering Tech. EIT	4,045	5,010	0.00	0.00	0.00	1.00
			<u>5.00</u>	<u>5.00</u>	<u>4.50</u>	<u>6.50</u>
<b><u>Maintenance Department</u></b>						
Operations Manager	6,783	8,415	1.00	1.00	1.00	1.00
Treatment Plant Supervisor	4,292	5,344	1.00	1.00	1.00	1.00
Treatment Plant Operator	3,830	4,766	1.00	1.00	1.00	1.00
FOG Coordinator	4,045	5,010	0.00	1.00	1.00	1.00
Construction Specialist	3,830	4,766	1.00	1.00	1.00	1.00
Operations Specialist	3,830	4,766	1.00	1.00	1.00	1.00
Project Specialist	3,830	4,766	1.00	1.00	1.00	1.00
Lead Worker	3,511	4,369	2.00	2.00	2.00	2.00
Finance Clerk	3,383	4,227	1.00	1.00	1.00	1.00
Maintenance Worker	3,191	3,973	7.00	7.00	8.00	10.00
			<u>16.00</u>	<u>17.00</u>	<u>18.00</u>	<u>20.00</u>
<b>Total Employees</b>			<b><u>29.00</u></b>	<b><u>30.00</u></b>	<b><u>32.00</u></b>	<b><u>36.00</u></b>

\* Monthly salary ranges are those current as of March 25, 2017

# Rogue Valley Sewer Services FY18 Adopted Budget Capital Projects

Prepared for Commissioner of Bureau of Labor and Industries  
800 NE Oregon St. #32, Portland, OR 97232  
Per ORS 279C.305 (Due 30 days prior to adopting budget)

## Projects-General Fund 01

Job#	Project Name	FY 18 Amount	Work Completed By
J063	Lagoon Modifications	\$ 10,000	C
J084	Antelope Road Rehab-phase 1	\$ 25,000	A
J094	Sara Lane Extension	\$ 180,876	A
J227	Pioneer PS Controls	\$ 20,600	C
J232	Lozier Lane Street Improvments	\$ 20,000	D
J240	Rostell Street Extension	\$ 75,908	C
J243	N Central Valley Rd	\$ 200,000	A
J268	PS Telemetry	\$ 3,000	C
J270	ODOT Hwy 62 bypass - Phase 2	\$ 10,000	D
J274	Wilson Way Sewer Extension	\$ 510,198	A
J275	Breckinridge Drive	\$ 49,528	C
J281	West Gregory Pump Station Rehab	\$ 103,000	B
J282	FY 18 Service Lateral Replacement	\$ 41,200	C
9999	Privately Funded Projects	\$ 40,000	C
JXXX	Miscellaneous CIPP Jobs	\$ 300,000	A
17-17	Table Rock Road Sewer Extension	\$ 515,000	D
<b>Total-General Fund 01</b>		<b>\$2,104,310</b>	

## Projects-General Fund 07

J200	SORM Bank Protection	\$ 20,000	B
J271	New Manhole Lids	\$ 50,000	C
JXXX	Ethernet Radio Modems - Flow Monitorin	\$ 25,000	C
<b>Total-General Fund 07</b>		<b>\$ 95,000</b>	

## Projects-General Fund 09

J286	11th Street Detention Basin Rehab	\$ 108,972	B
JXXX	Miscellaneous Culver Replacement	\$ 30,000	A
<b>Total-General Fund 09</b>		<b>\$ 138,972</b>	

## Projects-General Fund 10

J210	Talent SWQ Improvement	\$ 1,000	C
J264	Gebhard structure remodel	\$ 50,000	B
J269	LID Project Support	\$ 100,000	D
J283	Meadowview Homes SW wetland	\$ 50,000	C
J284	Oak St. Outfall, Phoenix	\$ 50,000	A
J285	Colver Road Park	\$ 50,000	D
<b>Total-General Fund 09</b>		<b>\$ 301,000</b>	

## Projects-General Fund 55

J256	OR 62 Rogue River Drive - Cleveland St	\$ 51,500	D
<b>Total-General Fund 09</b>		<b>\$ 51,500</b>	

**Grand Total All Projects \$ 2,690,782**

The above list is RVSS best estimate of the projects which will be constructed during FY18. Amounts Included costs of construction, engineering, surveying, inspection and indirect costs. If an individual project is over \$125,000, it will be bid out; if under that amount, it may be bid out

- A Project will be bid out
- B Project may be bid out
- C Project will not be bid out
- D Project will be bid out by others

**Rogue Valley Sewer Services  
 FY18 Adopted Budget  
 History of Customer Accounts**

<b>Year</b>	<b>Single Family</b>	<b>MH Park Spaces</b>	<b>MultiFamily Units</b>	<b>Residential Units</b>	<b>Commercial Accounts</b>	<b>Total</b>	<b>Percent Increase</b>	<b># Empl</b>
Feb-17	21,436	4,518	5,601	31,555	1,761	33,316	1.1%	36.0
Feb-16	21,191	4,479	5,541	31,211	1,744	32,955	1.8%	32.0
Feb-15	20,877	4,429	5,322	30,628	1,741	32,369	1.8%	29.0
Mar-14	20,677	4,272	5,113	30,062	1,729	31,791	2.0%	30.0
Apr-13	20,478	4,117	4,858	29,453	1,710	31,163	1.5%	29.0
Feb-12	20,233	4,152	4,594	28,979	1,717	30,696	1.6%	32.0
Feb-11	19,997	4,058	4,471	28,526	1,695	30,221	0.3%	28.5
Apr-10	19,959	4,048	4,416	28,423	1,695	30,118	0.8%	30.0
Apr-09	19,296	4,613	4,320	28,229	1,655	29,884	1.5%	30.0
Apr-08	19,109	4,469	4,214	27,792	1,639	29,431	1.5%	30.5
Apr-07	18,599	4,624	4,068	27,291	1,698	28,989	1.7%	30.5
Apr-06	18,258	4,775	3,872	26,905	1,586	28,491	2.8%	27.0
Apr-05	17,630	4,751	3,677	26,058	1,649	27,707	12.1%	27.0
Apr-04	15,867	4,314	3,033	23,214	1,505	24,719	10.9%	26.0
Apr-03	13,999	4,101	2,856	20,956	1,337	22,293	6.2%	25.0
Apr-02	13,252	4,079	2,369	19,700	1,298	20,998	3.9%	25.0

**February 2017 Summary by Location per**

**March Treatment reports**

	<b>RVSS</b>	<b>Eagle Point</b>	<b>J'ville</b>	<b>Total</b>
Single Family	17,461	2,869	1,106	21,436
Mobile Home Park Spaces	3,696	644	178	4,518
Multi-family units	4,594	786	221	5,601
Residential units	25,751	4,299	1,505	31,555
Commercial accounts	1,562	76	123	1,761
<b>Total</b>	<b>27,313</b>	<b>4,375</b>	<b>1,628</b>	<b>33,316</b>

# Rogue Valley Sewer Services

## FY18 Adopted Budget

### Schedule of Budgeted Debt

Name	Interest Rate	Loan Date	Maturity Date	Original Principal Amount	Estimated 6/30/17 Principal Amount	Principal Budget Amount FY18	Interest Budget Amount FY18	Estimated 6/30/18 Principal Amount
<b>General Fund - 01</b>								
Note to City of Eagle Point (1)	3.98%	09/01/96	09/01/16	1,800,000	-	-	-	-
Note to City of Eagle Point (2)	5.01%	10/15/97	12/01/17	550,000	42,183	42,183	2,151	-
Revenue Bonds (3)	Var	04/23/13	10/01/29	1,425,600	776,800	92,800	33,836	684,000
					<u>818,983</u>	<u>134,983</u>	<u>35,987</u>	<u>684,000</u>
<b>Interceptor Capital Expansion Fund - 07</b>								
Revenue Bonds (3)	Var	04/23/13	10/01/29	3,029,400	2,573,200	197,200	71,902	2,376,000
<b>TOTAL ALL DEBT</b>					<u><b>3,392,183</b></u>	<u><b>332,183</b></u>	<u><b>107,889</b></u>	<u><b>3,060,000</b></u>

**District Debt Limit:** For sanitary districts, Oregon Revised Statute 450.120 limits the total outstanding bonded indebtedness to 13 percent of the true cash value of all taxable property. The real market value of the taxable property within the Rogue Valley Sewer Services boundaries is \$7,183,128,278 according to information provided by the Jackson County Assessor's Office. That value would allow the District to issue up to \$933,806,676 in G.O. and Revenue bonds.

**Notes:**

- 1) Reserve of \$132,038 maintained on Eagle Point books from Property Tax revenues (DEQ Loan R30021) Since the loan has been paid off, Eagle Point is to disburse the funds to RVSS.
- 2) OEDD loan G96006 with Eagle Point has 2% call premium
- 3) Full Faith and Credit Refunding Obligations, Series 2013.

# Rogue Valley Sewer Services

## FY18 Adopted Budget

### Ten Year Historical Information

Fiscal Year Ended June 30th	Estimated RVSS Population Served	Basic Sewer Rate	Number Permits Issued	Revenue Service Charges	SDCs	Assessment Loans Receivable
2018 Budget	82,244	19.60	250	8,555,048	500,000	285,377
2017 Projected	81,029	19.00	204	8,305,872	500,000	340,377
2016 Actual	79,831	18.29	296	7,508,587	606,851	395,377
2015 Actual	78,651	15.90	390	6,778,998	328,158	439,566
2014 Actual	77,489	15.90	381	6,691,540	319,463	467,063
2013 Actual	75,025	15.90	229	6,365,597	186,638	556,507
2012 Actual	72,500	15.90	205	6,464,306	310,190	665,437
2011 Actual	72,200	15.90	168	6,238,960	93,810	112,096
2010 Actual	71,900	13.90	187	5,527,695	157,553	128,676
2009 Actual	71,500	13.90	222	5,559,020	301,994	168,238

#### Other Information

Central Point annexed	January 1, 2001	
Eagle Point annexed	September 9, 1998	
Population of Jackson County		208,545
Cost of Infrastructure RVSS maintains		104,170,317

Amounts include General Fund and the operational funds for Phoenix and Jacksonville sewer service. Population estimate is based on number of residential units (mfr, duplex,) served times 2.53 average persons per household.

#### *\*Summary of Other Categories*

	July 2015 New Rate	July 2016 New Rate	July 2017 New Rate
<b>Residential: Monthly</b>	\$18.29	\$19.00	\$19.60
<b>Mobile Home Parks: Monthly Per Unit</b>	\$16.09	\$16.71	\$17.24
<b>Multiple Dwellings: Monthly Per Unit</b>	\$16.09	\$16.71	\$17.24
<b>NonResidential: Sewer Charge Per Connection</b>	\$11.42	\$11.85	\$12.22
Plus	\$1.16	\$1.20	\$1.24 Per 1,000 gallons
<b>Recreational Vehicle Waste Dumping Station: Monthly</b>	\$38.02	\$39.44	\$40.69

**Rogue Valley Sewer Services  
 FY18 Adopted Budget  
 Ten Year Historical Information**

	Fiscal Year Ended June 30th	Expenditures Personnel Services	Expenditures Treatment Charges	Rehabilitation Capital Projects	Balance Loans Notes
2018	Budget	3,636,757	3,323,374	2,906,770	3,060,000
2017	Projected	3,040,541	3,091,511	1,794,960	3,392,183
2016	Actual	2,711,498	2,748,900	889,574	3,785,655
2015	Actual	2,659,906	2,497,440	2,781,560	4,231,562
2014	Actual	2,637,288	2,482,151	1,270,151	4,849,518
2013	Actual	2,498,532	2,414,519	715,314	5,317,860
2012	Actual	2,497,229	2,360,774	2,537,458	5,919,846
2011	Actual	2,418,265	2,347,878	2,435,763	5,670,005
2010	Actual	2,339,753	2,376,409	1,228,759	4,954,927
2009	Actual	2,199,078	2,428,051	3,618,325	5,000,109
2008	Actual	1,911,440	2,351,193	4,478,495	4,387,359

Amounts include all funds.

# Rogue Valley Sewer Services

## FY18 Adopted Budget

### Annual Statistical Report

	June 30 2015	June 30 2016	Increase (Decrease)
<b><u>Private Developer Projects Completed</u></b>			
Plan Review	15	27	12
Completed Projects	10	15	5
Length of lines added in feet	7,398	9,017	1,619
Cost	\$570,845	\$664,429	\$93,584
			-
<b><u>Maintenance</u></b>			
Miles of collection system pipe	357	362	5
Miles of Interceptor system pipe	42	42	-
Total miles of system pipe maintained	399	404	5
Miles of Pipe Cleaned	60.0	78.0	18
Miles of Pipe Inspected	87.0	97.0	10
Cost of rehabilitation jobs	\$1,940,749	\$703,857	(\$1,236,892)
Number of rehabilitation jobs completed	11	5	(6)
Number pump stations upgraded	2	-	(2)
Pump Station Alarms	17	13	(4)
Pump Station Alarms in Shady Cove (acquired in FY12)	8	2	(6)
Sewage Overflows	4	3	(1)
<b><u>System Defects Repaired</u></b>			
	Priority		
By Priority	1	1	3
	2	5	21
	3	4	10
	4	1	0
		11	34
			23
<b><u>Permits Written</u></b>			
Eagle Point	51	56	5
Jacksonville	25	20	(5)
RVSS	314	188	(126)
Total	390	264	(126)

# Rogue Valley Sewer Services

## FY18 Adopted Budget

### Annual Statistical Report

	June 30 2015	June 30 2016	Increase (Decrease)
<b><u>Customer Accounts (Feb 25)</u></b>			
Residential accounts	20,877	21,191	314
Industrial, Institutional accounts	1,741	1,744	3
Total accounts	<u>22,559</u>	<u>22,935</u>	<u>376</u>
<b><u>Statistics</u></b>			
Administrative/IT Staff	8.0	7.65	(0)
Engineering Staff	5.0	5.35	0
Maintenance/Construction Staff	16.0	19.00	3
STEP/STEG/Solids Connections	188.0	189.0	1
Number pump stations	23.0	22.0	(1)
Sewage Discharge (Millions Gallons per Day)	17.6	18.8	1
Sewer service charges	\$6,778,998	\$7,508,587	\$729,589
System Development Charges	\$328,158	\$606,851	\$278,693
White City Industrial Storm Drain fees	\$74,811	\$68,942	(\$5,869)
Storm Water Quality fees	\$224,868	\$203,947	(\$20,921)
	<u>\$7,406,835</u>	<u>\$8,388,327</u>	<u>\$981,492</u>
Cost of RVSS maintained infrastructure per Audit Includes cost of systems donated by developers	\$104,170,319	\$106,247,833	\$2,077,514
<b><u>Population (Estimated)</u></b>			
RVSS Population Served	78,651	79,831	1,180

**Rogue Valley Sewer Services  
 FY18 Adopted Budget  
 Largest Consumption Customers (Top 20)**

<b>Customer name</b>	<b>Annual Gallons</b>	<b>Percent Total</b>
1 Amy's Kitchen	92,299,840	
2 Boise Cascade Corp	73,016,132	
3 Carestream Health Inc	51,749,995	
4 VA Domiciliary	50,820,000	
5 Boise Cascade Corp	47,167,357	
6 Bear Creek Operations	33,129,728	
7 Roseburg Forest Products	24,685,000	
8 Dry Creek Landfill Inc	18,166,283	
9 Jaco Public Works	12,313,861	
10 Southern Oregon Linen	11,133,000	
11 Linde Inc	10,227,000	
12 Timber Prod Co	8,533,440	
13 Eagle Point School Dist 9-Hale Way	6,955,000	
14 Rogue Disposal & Recycle	6,788,000	
15 Cascade Wood Prod	6,780,000	
16 School District #9 - Wilson Way	6,570,000	
17 Western Veneer & Slicing	5,394,000	
18 Home Depot #8557	5,186,632	
19 Tropria LLC	4,608,000	
20 Allweather Wood LLC	4,353,427	
	<u>479,876,695</u>	<u>21.9%</u>
Remaining RVSS(commercial)	275,714,277	
RVSS residential	1,148,104,948	
Eagle Point (commercial)	15,537,000	
Eagle Point residential	186,232,356	
Jacksonville (commercial)	16,286,130	
Jacksonville residential	72,414,585	
All Others	<u>1,714,289,296</u>	<u>78.1%</u>
	<u><u>2,194,165,991</u></u>	<u><u>100.0%</u></u>

The above gallons of sewer effluent are for the twelve months ending February 2017

# Rogue Valley Sewer Services

## Glossary of Terms

**Accrual Basis:** A method of budgetary accounting where expenditures and revenues are recorded when incurred, not when paid. The method differs from GAAP Accrual Basis in that, while capital outlays are recognized as expenditures, depreciation and amortization are not.

**Adopted Budget:** The Proposed budget that is adopted (approved) by the district. It represents the financial plan of the district that forms the basis and limits for appropriations for the fiscal year.

**Amortization:** The paying off of debt with a fixed repayment schedule in regular installments over a period of time.

**Appropriation:** The legal authorization granted by the district board to make expenditures and incur obligations. Includes Transfer to Other Funds and Contingencies.

**Appropriation Resolution:** The legal document passed by the district board authorizing expenditures.

**Balanced Budget:** A budget in which revenues are equal to expenditures. Thus, neither a budget deficit nor a budget surplus exists ("the accounts balance").

**Basis of Budgeting:** A measurement focus that differs from the basis of accounting in the treatment of beginning fund balances, debt service, vacation benefits, and capital outlay in enterprise funds.

**Beginning Fund Balance:** A resource classification indicating those financial resources which, because they were not expended in one fiscal year, are available in the following fiscal year.

**Bonds:** Written promises to pay a sum of money, called principal or face value, at a future date, called the maturity date, along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used to finance long-term capital improvements.

**Budget:** A policy statement detailing the District's plan for the accomplishment of stated goals within a particular fiscal year, including estimates of required expenditures and anticipated revenues to carry out state goals.

**Budget Committee:** A panel comprised of the District Board and an equal number of citizen's responsible for the review and recommendation of the annual budget.

## Glossary of Terms, continued

**Budget Message:** A message prepared by the district administrator explaining the annual proposed budget, articulating the strategies and budgets to achieve the District's goals, and identifying budget impacts and changes.

**Budget Officer:** The person appointed by the District Board to be responsible for assembling the budget. For Rogue Valley Sewer Services, the district manager serves this role.

**Capital Outlay:** An object classification that includes items with a useful life of one or more years, such as machinery, land, furniture, computers, or other equipment, and which cost more than \$3,000.

**Capital Projects:** Those activities resulting in the acquisition or improvement of major capital items such as: sewer pipeline, pump stations and land.

**Category:** A major division of the program budget that contains programs and activities. Categories are also known as functional areas.

**CIP:** Capital Improvement Plan.

**Collection System:** This is any part of the system that is not an Interceptor or Trunk Main.

**Contingency:** An appropriation of funds to cover unforeseen events that may occur during the budget year. The District Board must authorize the use of any contingency appropriations.

**CPI:** Consumer Price Index.

**Cured In Place Pipe:** A subset of slip lining where the new pipe is installed as a flexible felt tube impregnated with a polymer resin. Once installed, the resin is treated with heat and cures to become a hard plastic liner.

**CWSRF:** Clean Water State Revolving Fund.

**DEQ:** Department of Environmental Quality.

**Debt Service:** Payment of interest and principal related to long term debt.

**Debt Service Funds:** These funds account for the accumulation of resources to pay the debt on capital projects.

**Department Request:** The annual budgetary alternative prepared by department managers indicating an appropriate, justified, and needed level of service for their department together with associated expenditures and revenues.

**Depreciation:** The charging of a fixed asset as an expense over the estimated service life of that asset.

Glossary of Terms, continued

**Ending Fund Balance:** A requirement classification for those funds not appropriated for any purpose and reserved for ensuing fiscal years. See also Unreserved Ending Fund Balance.

**Enterprise Fund:** A fund that is used for services provided to the public on a user charge basis.

**ERU:** Equivalent Residential Unit.

**Expenditures:** The money spent by the District for the programs and projects included within the approved budget.

**Fiscal Year:** Twelve-month period from July 1 to June 30 for which the annual budget of the District is prepared and adopted.

**Fixed Assets:** Assets of a long-term character such as land, sewer plant, buildings, furniture, and other equipment.

**FOG:** Fats, Oils and Grease

**Force Main:** Pipe that transmits sewage under pressure from a pump station.

**Fringe Benefits:** The non-salary part of employees' total compensation. A typical benefit package includes insurance, retirement, and vacation/sick leave components.

**FTE:** Full-Time Equivalent is a term used to measure the number of employees on a 40 hour per week basis.

**Fund:** An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with specific regulations, restrictions or limitations.

**Fund Balance:** The difference between governmental fund assets and liabilities; also referred to as fund equity.

**GAAP:** Generally Accepted Accounting Principles as determined through common practice or as promulgated by the Government Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standard setting bodies.

**General Fund:** The fund used to account for operational expenses of a governmental unit financed by taxes and other general revenues.

**General Obligation Bonds:** This type of bond is backed by the full faith, credit, and taxing power of the government.

**GIS:** Geographic Information System.

**Interceptor:** Same as trunk main. In our system we use the term to define the Regional facilities (Upper and Lower Bear Creek Interceptors and Old Medford Trunk).

**Line Item:** An expenditure description at the most detailed level. Objects of expenditure are broken down into specific items, such as printing.

**LID:** Local Improvement Districts are formed by petition and used to request the District to finance improvements to sewer systems over a 20-year period.

**LID (in Storm Water):** Low Impact Development.

**Materials and Services:** The term used in an operating budget to designate a classification of expenditures. Refers to planned purchases other than Personal Services or Capital Outlay.

**Modified Accrual Basis of Accounting:** A basis of accounting where revenues are recognized when they are both measurable and available and expenditures are recognized at a time when liability is incurred pursuant to appropriation authority.

**MS4:** Municipal Separate Storm Sewer Systems.

**O&M:** Operations and Maintenance.

**OAR:** Oregon Administrative Rules. Rules established by a given state department who have authority granted by an ORS to operate a specific function.

**Ordinance:** The method by which the appropriation of the budget is enacted into law by the district board per authority of the Oregon State Statutes.

**Organizational Unit:** An administrative subdivision, such as a department or division, of the district government charged with carrying on one or more specific functions.

**ORS:** Oregon Revised Statute. The set of laws established by a vote of the people or the state legislature.

**OSHA:** Occupational Safety and Health Administration.

**Personal Services:** An expenditure classification encompassing all expenditures relating to district employees. This includes union and nonunion labor costs, employee benefits, and payroll tax expenses.

**Pipe Bursting:** Method of rehabilitating pipe where a new pipe is installed through an existing pipe. The old pipe is destroyed in the process. This method allows a larger pipe to be installed without removing the old pipe.

**Proposed Budget:** The financial and operating document submitted to the Budget Committee and the governing body for consideration.

**Proprietary Fund:** Consists of 2 types – Internal Service and Enterprise. These funds are used for services tendered and paid for by the patrons who use them.

**PS:** Pump Station.

**Requirements:** Total expenditures and unappropriated fund balance.

**Reserve:** A portion of a fund that is restricted for a specific purpose.

**Resources:** Total amounts available for appropriation consisting of the estimated beginning carryover balance plus anticipated revenues.

**Revenue:** Income for the fiscal year including transfers and excluding proceeds from the sale of bonds and notes. The major categories of revenue include sewer service charges, storm water charges, system development charges, fees and charges, and interest on investments.

**Revenue Bonds:** Written promises to pay a sum of money, called principal or face value, at a future date, called the maturity date, along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used to finance long-term capital improvements.

**Revised Budget:** A budget alternative indicating all changes made to the adopted budget as the result of budget adjustments and the supplemental budget process.

**SC:** Shady Cove.

**SCADA:** Supervisory Control And Data Acquisition.

**SDC:** System Development Charges are assessed on new construction to cover the demands placed on District services. Charges collected will cover sewer pipelines, pump stations and other infrastructure which will provide sewer service.

**Slip Lining:** Method of rehabilitating pipe where a smaller pipe is installed inside an existing pipe. The existing pipe remains intact and helps support the new pipe.

**Special Revenue Fund:** A fund used to account for the proceeds of specific revenue sources that are restricted to expenditures for a specific purpose.

**SSO:** Sanitary Sewer Overflow.

**Supplemental Budget:** A budget that is prepared to meet unexpected needs or to spend revenues not anticipated at the time the regular budget was adopted. The supplemental budget cannot be used to decrease the ending fund balance.

**Transfer:** An amount distributed from one fund to finance activities in another fund. It is shown as a requirement in the originating fund and a resource in the receiving fund.

## Glossary of Terms, continued

**Trunk Main:** A large diameter pipe used to transmit sewage from a city or large population center to a treatment plant. We use this term to describe several different large-diameter sewer mains but only have an SDC dedicated to the White City Trunk and Eagle Point Trunk.

**Unreserved Ending Fund Balance:** The amount of ending fund balance which has not been specifically reserved for any purpose. A reserve for debt service, as a requirement of a loan or debt issue would be an example of a reserve.

**VFD:** Variable Frequency Drive.

## **Rogue Valley Sewer Services Notice of Budget Committee Meeting**

A public meeting of the Budget Committee of the Rogue Valley Sewer Services, Jackson County, State of Oregon, to discuss the budget for the fiscal year July 1, 2017 to June 30, 2018 will be held at Rogue Valley Sewer Services, 138 W Vilas Rd, Central Point Oregon 97502. The meeting will take place on the 26th day of April, 2017 at 7:00 a.m. The purpose of the meeting is to receive the budget message and to receive comments from the public on the budget. A copy of the budget document may be inspected or obtained on or after April 14, 2017 at 138 West Vilas Road, Central Point, between the hours of 8:00 a.m. and 5:00 p.m., or will be available on the RVS website at [www.rvss.us](http://www.rvss.us). 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.

Rogue Valley Sewer Services  
P.O. Box 3130  
Central Point, OR 97502

RVSS  
APR 27 2017  
RECEIVED

Affidavit of Publication

\*\*\*THIS IS NOT A BILL\*\*\*

CASE NO.

State of Oregon  
County of Jackson

I, Cheri R. Gray, being first duly sworn, depose and say that I am the principal clerk of Medford Mail Tribune, a newspaper of general circulation, as defined by ORS 193.010 and 193.020; printed at Medford in the aforesaid county and state; that the PUBLIC NOTICE, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 2 (Two) successive and consecutive insertion(s) in the following issues 4/7/2014, 4/14/2017, (HERE SET FORTH DATES OF ISSUE)

**NOTICE OF BUDGET COMMITTEE MEETING**

A public meeting of the Budget Committee of the Rogue Valley Sewer Services, Jackson County, State of Oregon, to discuss the budget for the fiscal year July 1, 2017 to June 30, 2018 will be held at Rogue Valley Sewer Services, 138 W Vilas Rd, Central Point, Oregon 97502. The meeting will take place on the 26th Day of April, 2017 at 7:00 a.m. The purpose of the meeting is to receive the budget message and to receive comments from the public on the budget. A copy of the budget document may be inspected or obtained on or after April 14, 2017 at 138 West Vilas Road, Central Point, between the hours of 8:00 a.m. and 5:00 p.m., or will be available on the RVS website at [www.rvss.us](http://www.rvss.us). 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.

*Cheri R. Gray*

Subscribed and sworn to before me this 20 day of April, 2017.



*Shonna Lee Zimmermann*  
NOTARY PUBLIC FOR OREGON

My commission expires 12 day of October, 2018.

Southern Oregon Media Group - Mail Tribune - Ashland Daily Tidings  
111 N Fir St  
Medford, OR 97501

PUBLICATION	EXPIRE DATE	AD CAPTION	# TIMES	AMOUNT	PO
Mail Tribune	4/14/2017	Notice of Budget Committee Meeting	2 (Two)	125.80	

April 7 and 14, 2017

**FORM  
LB-1**

**NOTICE OF BUDGET HEARING**

A meeting of the **Rogue Valley Sewer Services** will be held on **June 21, 2017 at 7 am** at 138 W. Vilas Rd., Central Point. The purpose of this meeting will be to discuss the budget for the fiscal year beginning July 1, 2017, as approved by the Rogue Valley Sewer Services Budget Committee.

A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 138 W. Vilas Rd. Central Point, Oregon between the hours of 8 am and 5 pm. This budget was prepared on a basis of accounting that is  X  consistent   not consistent with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget, are explained below. This budget is for:  X  Annual Period   2-Year Period

County	City	Chairperson of Governing Body	Telephone Number
Jackson	Central Point	Robert Dunn	541-779-4144

**FINANCIAL SUMMARY**

<input type="checkbox"/> Check this box if your budget only has one fund		TOTAL OF ALL FUNDS	Adopted Budget Next Year 2016-2017	Approved Budget Next Year 2017-2018
Anticipated Requirements	1. Total Personal Services.....		3,041,442	3,636,759
	2. Total Materials and Supplies .....		4,427,562	4,817,449
	3. Total Capital Outlay .....		3,966,401	3,500,742
	4. Total Debt Service .....		509,570	440,072
	5. Total Transfers .....		1,121,000	1,770,500
	6. Total Contingencies .....		825,000	800,000
	7. Total Special Payments.....			
	8. Total Unappropriated and Reserved for Future Expenditure...		3,748,117	5,026,112
	9. <b>Total Requirements</b> - add Lines 1 through 8 .....		17,639,092	19,991,634
Anticipated Resources	10. Total Resources Except Property Taxes .....		17,639,092	19,991,634
	11. Total Property Taxes Estimated to be Received .....			
	12. <b>Total Resources</b> - add Lines 10 and 11 .....		17,639,092	19,991,634
Estimated Ad Valorem Property Taxes	13. Total Property Taxes Estimated to be Received (line 11)		0	0
	14. Plus: Estimated Property Taxes Not To Be Received .....			
	A. Loss Due to Constitutional Limits .....			
	B. Discounts Allowed, Other Uncollected Amounts .....			
15. Total Tax Levied .....				
Tax Levies By Type	16. Permanent Rate Limit Levy (rate limit _____)...		Rate or Amount	Rate or Amount
	17. Local Option Taxes.....			
	18. Levy for Bonded Debt or Obligations.....			

**STATEMENT OF INDEBTEDNESS**

<input type="checkbox"/> None	Debt Outstanding	<input checked="" type="checkbox"/> As Summarized Below	<input type="checkbox"/> None	Debt Authorized, Not Incurred	<input checked="" type="checkbox"/> As Summarized Below
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**PUBLISH BELOW ONLY IF COMPLETED**

Long-Term Debt	Estimated Debt Outstanding at the Beginning of the Budget Year	Estimated Debt Authorized, Not Incurred at the Beginning of the Budget Year
	July 1, 2017	July 1, 2017
Bonds.....		
Interest Bearing Warrants .....		
Other .....	3,392,183	0
<b>Total Indebtedness</b> .....	3,392,183	0

**Short-Term Debt**

This budget includes the intention to borrow in anticipation of revenue ("Short-Term Borrowing") as summarized below:

Fund Liable	Estimated Amount to be Borrowed	Estimated Interest Rate	Estimated Interest Cost

**FORM  
LB-2**

**FUNDS NOT REQUIRING A  
PROPERTY TAX TO BE LEVIED**

A meeting of the **Rogue Valley Sewer Services** will be held on **June 21, 2017 at 7 am**

<b>Name of Fund</b>	<b>Actual Data Last Year 2015-16</b>	<b>Adopted Budget This year 2016-17</b>	<b>Approved Budget Next Year 2017-18</b>
<b>General (01)</b>			
1. Total Personal Services.....	2,711,496	3,040,441	3,636,757
2. Total Materials and Services.....	3,656,207	4,057,715	4,335,939
3. Total Capital Outlay.....	889,574	2,653,960	2,909,270
4. Total Debt Service.....	306,289	239,958	170,970
5. Total Transfers.....	518,475	500,000	500,000
6. Total Contingencies.....		150,000	150,000
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure	1,217,257	50,747	104,800
9. Total Requirements (add lines 1 - 8).....	9,299,298	10,692,821	11,807,736
10. Total Resources Except Property Taxes.....	9,299,298	10,692,821	11,807,736
<b>Name of Fund</b>			
<b>BCI Interceptor Maintenance (04)</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....	7,302	40,800	40,800
3. Total Capital Outlay.....	0	0	0
4. Total Debt Service.....			
5. Total Transfers.....	154,990	177,500	175,000
6. Total Contingencies.....		100,000	75,000
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure	52,240	70,747	135,286
9. Total Requirements (add lines 1 - 8).....	214,532	389,047	426,086
10. Total Resources Except Property Taxes.....	214,532	389,047	426,086
<b>Name of Fund</b>			
<b>Dunn PS Maintenance (06)</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....	84,587	79,400	82,400
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	24,256	23,500	24,000
6. Total Contingencies.....		75,000	75,000
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure	43,304	345,873	392,479
9. Total Requirements (add lines 1 - 8).....	152,147	523,773	573,879
10. Total Resources Except Property Taxes.....	152,147	523,773	573,879
<b>Name of Fund</b>			
<b>Interceptor Capital Expansion (07)</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....	0	0	0
3. Total Capital Outlay.....	43,626	511,904	95,000
4. Total Debt Service.....	270,053	269,612	269,102
5. Total Transfers.....	0	0	0
6. Total Contingencies.....		350,000	350,000
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure	417,819	2,633,628	3,184,932
9. <b>Total Requirements</b> (add lines 1 - 8).....	731,498	3,765,144	3,899,034
10. <b>Total Resources</b> Except Property Taxes.....	731,498	3,765,144	3,899,034

**FORM  
LB-2**

**FUNDS NOT REQUIRING A  
PROPERTY TAX TO BE LEVIED**

A meeting of the **Rogue Valley Sewer Services** will be held on **June 21, 2017 at 7 am**

<b>Name of Fund</b>	<b>Actual Data Last Year 2015-16</b>	<b>Adopted Budget This year 2016-17</b>	<b>Approved Budget Next Year 2017-18</b>
<b>White City Storm Drain (09)</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....	16,778	40,000	20,000
3. Total Capital Outlay.....	0	311,377	138,972
4. Total Debt Service.....			
5. Total Transfers.....	2,368	10,500	10,500
6. Total Contingencies.....		50,000	50,000
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure	53,355	189,788	202,152
9. Total Requirements (add lines 1 - 8).....	72,501	601,665	421,624
10. Total Resources Except Property Taxes.....	72,501	601,665	421,624
<b>Name of Fund</b>			
<b>Storm Water Quality (10)</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....	31,681	53,300	47,600
3. Total Capital Outlay.....	79,048	321,000	301,000
4. Total Debt Service.....			
5. Total Transfers.....	126,181	154,500	221,000
6. Total Contingencies.....		100,000	100,000
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure	(11,042)	527,728	763,480
9. Total Requirements (add lines 1 - 8).....	225,868	1,156,528	1,433,080
10. Total Resources Except Property Taxes.....	225,868	1,156,528	1,433,080
<b>Name of Fund</b>			
<b>Shady Cove Treatment (50)</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....	153,597	156,347	148,110
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	246,515	255,000	510,000
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure	100,793	(33,282)	82,926
9. Total Requirements (add lines 1 - 8).....	500,905	378,065	741,036
10. Total Resources Except Property Taxes.....	500,905	378,065	741,036
<b>Name of Fund</b>			
<b>Shady Cove Collection System (52)</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			25,000
4. Total Debt Service.....			
5. Total Transfers.....			55,000
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure			77
9. <b>Total Requirements</b> (add lines 1 - 8).....	0	0	80,077
10. <b>Total Resources</b> Except Property Taxes.....	0	0	80,077

**FORM  
LB-2**

**FUNDS NOT REQUIRING A  
PROPERTY TAX TO BE LEVIED**

A meeting of the **Rogue Valley Sewer Services** will be held on **June 21, 2017 at 7 am**

<b>Name of Fund</b>	<b>Actual Data Last Year 2015-16</b>	<b>Adopted Budget This year 2016-17</b>	<b>Approved Budget Next Year 2017-18</b>
<b>Shady Cove Capital (55)</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....	(13,923)	168,160	51,500
4. Total Debt Service.....			
5. Total Transfers.....			0
6. Total Contingencies.....			0
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure	0	97	159,087
9. Total Requirements (add lines 1 - 8).....	(13,923)	168,257	210,587
10. Total Resources Except Property Taxes.....	0	168,257	210,587
<b>Name of Fund</b>			
	<b>Actual Data Last Year 2015-16</b>	<b>Adopted Budget This year 2016-17</b>	<b>Approved Budget Next Year 2017-18</b>
<b>Gold Hill Treatment (60)</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....			117,600
3. Total Capital Outlay.....			0
4. Total Debt Service.....			
5. Total Transfers.....			242,000
6. Total Contingencies.....			0
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure	0	0	900
9. Total Requirements (add lines 1 - 8).....	0	0	360,500
10. Total Resources Except Property Taxes.....	0	0	360,500
<b>Name of Fund</b>			
	<b>Actual Data Last Year 2015-16</b>	<b>Adopted Budget This year 2016-17</b>	<b>Approved Budget Next Year 2017-18</b>
<b>Gold Hill Collection (65)</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....			5,000
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			33,000
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure	0	0	0
9. Total Requirements (add lines 1 - 8).....	0	0	38,000
10. Total Resources Except Property Taxes.....	0	0	38,000

# ROGUE VALLEY SEWER SERVICES JACKSON COUNTY, OREGON

## RESOLUTION NO. 17-13

### ADOPTION OF FY2018 BUDGET AND MAKING APPROPRIATIONS

1. BE IT RESOLVED, that the Board of Directors of Rogue Valley Sewer Services, Jackson County, Oregon, hereby adopts the 2017-2018 Budget which is now on file in the office of Rogue Valley Sewer Services and at [www.rvss.us](http://www.rvss.us).
  
2. BE IT RESOLVED, that the amounts for the fiscal year beginning July 1, 2017, and for the purposes shown below are hereby appropriated as follows:

General Fund

Personnel Services	3,636,759
Material & Services	4,335,939
Capital Outlay	2,909,270
Debt Services	170,970
Transfers	500,000
Contingency	150,000
Total Appropriation	11,702,938

Interceptor Maintenance Fund

Materials & Services	40,800
Transfers	175,000
Contingency	75,000
Total Appropriation	290,800

Dunn Pump Station Maintenance Fund

Material & Services	82,400
Transfers	24,000
Contingency	75,000
Total Appropriation	181,400

Interceptor Expansion Fund

Capital Outlay	95,000
Debt Services	269,102
Contingency	350,000
Total Appropriation	714,102

White City Storm Drain Fund

Material & Services	20,000
Capital Outlay	138,972
Transfers	10,500
Contingency	50,000
Total Appropriation	<u>219,472</u>

Storm Water Quality Fund

Material & Services	47,600
Capital Outlay	301,000
Transfers	221,000
Contingency	100,000
Total Appropriation	<u>669,600</u>

Shady Cove Treatment Fund

Material & Services	148,110
Transfers	510,000
Total Appropriation	<u>658,110</u>

Shady Cove Collection Fund

Material & Services	25,000
Transfers	55,000
Total Appropriation	<u>80,000</u>

Shady Cove Capital Fund

Capital Outlay	51,500
Total Appropriation	<u>51,500</u>

Gold Hill O & M Fund

Material & Services	117,600
Transfers	242,000
Total Appropriation	<u>359,600</u>

Gold Hill Capital Fund

Material & Services	5,000
Transfers	33,000
Total Appropriation	<u>38,000</u>

3. BE IT RESOLVED, that the Manager of Rogue Valley Sewer Services files with the County Clerk of Jackson County, Oregon, a copy of the 2017-2018 Budget as adopted in the manner provided by law.

ADOPTED at the Regular Meeting of the Board of Directors of Rogue Valley Sewer Services this 21st day of June, 2017.

ROGUE VALLEY SEWER SERVICES



Robert Dunn, Chairman  
Board of Directors

COUNTERSIGNED:

  
Carl Tappert, Manager

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

**FORM LB-50  
2017-2018**

To assessor of Jackson County

Be sure to read instructions in the 2009-2010 Notice of Property Tax Levy Forms and Instruction booklet

Check here if this is an amended form.

The Rogue Valley Sewer Services has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Jackson County. The property tax, fee, charge or assessment is categorized as stated by this form.

PO Box 3130 Central Point OR 97502 08/15/17  
Mailing Address of District City State Zip Date  
Brenda Baldovino Finance Director (541)664-6300 baldovino@rvss.us  
Contact Person Title Daytime Telephone Contact Person E-Mail

**CERTIFICATION - Check one box.**

- The tax rate of levy amounts certified in Part I are within the tax rate of levy amounts approved by the budget committee.
- The tax rate of levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.435.

**PART I: TOTAL PROPERTY TAX LEVY**

		Subject to General Government Limits Rate -or- Dollar Amount	
1. Rate/Amount levied (within permanent rate limit) . . . . .	1		
2. Local option operating tax . . . . .	2		
3. Local option capital project tax . . . . .	3		
4. Levy for "Gap Bonds" . . . . .	4		Excluded from Measure 5 Limits Amount of Bond Levy
5. Levy for Pension and disability obligations . . . . .	5		
6a. Levy for bonded indebtedness from bonds approved by voters <b>prior</b> to October 6, 2001 . . . . .	6a		
6b. Levy for bonded indebtedness from bonds approved by voters <b>after</b> October 6, 2001 . . . . .	6b		
6c. Total levy for bonded indebtedness not subject to Measure 5 of Measure 50 (total of 6a + 6b) . . . . .	6c		<b>0</b>

**PART II: RATE LIMIT CERTIFICATION**

7. Permanent rate limit in dollars and cents per \$1,000 . . . . .	7	
8. Date received voter approval for rate limit if new district . . . . .	8	
9. <b>Estimated</b> permanent rate limit for newly merged/consolidated district . . . . .	9	

**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 year levied	Final year to be levied	Total tax amount -or- rate authorized per year by voters

**Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES**

Description	Subject to General Gov't. Limitations	Excluded from M5 limitation
1 Past Due Sewer Charges		310,000
2 Est. Amount -Extension granted until Aug 15, 2017		

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 450.130(3) (Must be completed if you have an entry in Part IV)



## ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point - Mailing Address: P.O. Box 3130, Central Point, OR 97502-0005  
Tel. (541) 664-6300 or (541) 779-4144 FAX (541) 664-7171 www.RVSS.us

May 01, 2017

RECEIVED  
MAY 02 2017  
ASSESSORS OFFICE

Jackson County Assessor's Office  
10 South Oakdale  
Medford, OR 97501

Re: Deadline for filing Form LB-50

Rogue Valley Sewer Services (RVSS) would like to request an extension for filing form LB-50 (Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property) until August 15, 2017.

I believe this extension will benefit not only RVSS but the Assessor's Office, the Jackson County Payment Center and the public.

If you have any questions, please call.

Sincerely,

*Brenda Baldovino*

Brenda Baldovino  
Finance Director  
Rogue Valley Sewer Services  
(541) 664-6300

**Approved:**

Name and Title Ruth Staten Project/program Coordinator II  
Signature Ruth Staten Date 5.03.2017



## ROGUE VALLEY SEWER SERVICES

Location: 138 West Vilas Road, Central Point - Mailing Address: P.O. Box 3130, Central Point, OR 97502-0005  
Tel. (541) 664-6300 or (541) 779-4144 FAX (541) 664-7171 [www.RVSS.us](http://www.RVSS.us)

July 3, 2017

Jackson County Clerk  
Elections Division  
1101 W. Main St. Suite 201.  
Medford, Oregon 97501

Here is a copy of our adopted budget for Fiscal Year ending June 30, 2018 that is required to be filed with the County Clerk according to ORS 310.060(7).

If you or any citizen has questions about our budget, the budget process or other financial matters, I would be more than pleased to try to answer those questions or discuss related issues.

Sincerely,

Brenda Baldovino  
Finance Director  
Rogue Valley Sewer Services