



GRAND RONDE SANITARY DISTRICT

8630 Grand Ronde Road * Grand Ronde, OR 97347
P.O. Box 61 * Dallas, OR 97338
Phone: (503) 623-8173

Board of Trustees:
Craig Pope
Mike Ainsworth
Jennifer Wheeler

Interim Manager:
Gregory P. Hansen

GRAND RONDE SANITARY DISTRICT BUDGET HEARING MAY 9, 2018

TIME	AGENDA ITEM	
9:15	CALL TO ORDER/NOTE OF ATTENDANCE	Craig Pope, BOC Chair
9:16	APPROVE BUDGET COMMITTEE MINUTES a) May 10, 2017	
9:17	BUDGET MESSAGE - FY 2018-2019	Greg Hansen, Budget Officer
9:30	PUBLIC COMMENT	
9:35	BUDGET COMMITTEE ACTION a) Approve 2018-2019 Budget	
	ADJOURNMENT	



GRAND RONDE SANITARY DISTRICT
BUDGET HEARING MINUTES
May 10, 2017

CALL TO ORDER AND NOTE OF ATTENDANCE

At 9:25 a.m., Trustee Craig Pope declared the meeting of the Grand Ronde Sanitary District Budget Committee to be in session. Trustee Wheeler and Trustee Ainsworth were present.

Staff present: Greg Hansen, Interim Manager
 Heather Chase, District Secretary

Greg Hansen explained that the Sanitary District has advertised to recruit for members to serve on the Budget Committee, but none have volunteered, so the District is proceeding with the Budget Process with just the Trustees.

ELECTION OF CHAIRMAN

MOTION: TRUSTEE AINSWORTH MOVED, TRUSTEE WHEELER SECONDED, TO APPOINT TRUSTEE POPE AS THE GRAND RONDE SANITARY DISTRICT BUDGET COMMITTEE CHAIRMAN FOR FISCAL YEAR 2017-2018.

MOTION PASSED UNANIMOUSLY.

ELECTION OF SECRETARY

MOTION: TRUSTEE WHEELER MOVED, TRUSTEE POPE SECONDED, TO APPOINT TRUSTEE AINSWORTH AS THE GRAND RONDE SANITARY DISTRICT BUDGET COMMITTEE SECRETARY FOR FISCAL YEAR 2017-2018.

MOTION PASSED UNANIMOUSLY.

APPROVE BUDGET COMMITTEE MINUTES

MOTION: TRUSTEE AINSWORTH MOVED, TRUSTEE WHEELER SECONDED, TO APPROVE THE MINUTES OF THE GRAND RONDE SANITARY DISTRICT BUDGET COMMITTEE MEETING OF MAY 18, 2016.

MOTION PASSED UNANIMOUSLY.

BUDGET MESSAGE - FISCAL YEAR 2017-2018

Fiscal year 2017-18 will be a status quo operating budget for the District this upcoming year. Looking to the future and defining long-term strategies for the District should be the primary focus for the upcoming budget year.

The operating budget for the upcoming year will be as follows:

Revenues:

The total revenues for the District this year are projected to be \$167,500. The primary source of revenue is still the beginning fund balance and charges for services.

Expenditures:

The 2017-18 budget is proposed at \$167,500, which includes \$36,550 in Personal Services costs (1.0 full-time equivalent), \$77,950 in Materials & Services which covers the main operational needs of the system, \$30,000 in Capital Outlay for system upgrades, and \$23,000 for Contingency.

The overall assessment for the Sanitary District is still very positive. Financially the District is stable, but the District has been burning up reserves by making improvements to the infrastructure (emergency generator, pumps, etc.) over the past few years, including this year. User rates have not changed in the last 30 years and customer satisfaction is still very high.

Future:

The future for the District is still sketchy. As total users of the system are reduced (tribal hook-ups are being reduced annually) the direction the District takes on as the sanitary provider in the area will most likely have to change operationally.

With an ever shrinking operating budget, the District will have to look at new strategies to insure future operations are maintained. Those strategies will include looking at operations/management structure, rate structure, grant possibilities, co-operative agreements, etc.

DISTRICT REPORT

Mr. Hansen reported that the district budget/contingency continues to decrease over time as revenues are not adequate to cover depreciation and infrastructure repair. Mr. Hansen and Todd Whitaker continue to work with the Tribe and are also in talks with DEQ to find alternative options for funding for needed district upgrades. Most grants available require a 50% match and/or a facilities plan.

PUBLIC COMMENT

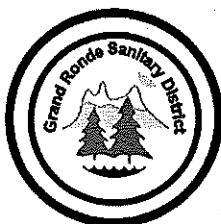
At 9:30 a.m. Trustee Pope opened the meeting to Public Comment. No members of the public were in attendance. Hearing no public comment, Trustee Pope closed the public hearing.

BUDGET COMMITTEE ACTION

MOTION: TRUSTEE AINSWORTH MOVED, TRUSTEE WHEELER SECONDED, TO APPROVE THE 2017-2018 BUDGET FOR THE GRAND RONDE SANITARY DISTRICT AS PROPOSED.

MOTION PASSED UNANIMOUSLY.

Trustee Pope adjourned the meeting at 9:35 a.m.



GRAND RONDE SANITARY DISTRICT

8630 Grand Ronde Road * Grand Ronde, OR 97347
P.O. Box 61 * Dallas, OR 97338
Phone: (503) 623-8173

Board of Trustees:
Craig Pope
Mike Ainsworth
Jennifer Wheeler

Interim Manager:
Gregory P. Hansen

**TO: GRAND RONDE SANITARY DISTRICT
BUDGET COMMITTEE**

FROM: GREG HANSEN, BUDGET OFFICER

DATE: MAY 2, 2018

SUBJECT: BUDGET MESSAGE – FISCAL YEAR 2018-2019

Fiscal year 2018-19 will be a status quo operating budget for the District this upcoming year. As we continue to erode reserves, we need to talk about the long term realities for this entity.

The operating budget for the upcoming year will be as follows:

Revenues:

The total revenues for the District this year are projected to be \$146,000. The primary source of revenue is still the beginning fund balance and charges for services.

Expenditures:

The 2018-19 budget is proposed at \$146,000, which includes \$27,550 in Personal Services costs, \$95,450 in Materials & Services which covers the main operational needs and repairs of the system, \$5,000 in Capital Outlay and \$18,000 for Contingency.

The overall assessment for the Sanitary District is still very positive. Financially the District is stable, but the District has been burning up reserves by making improvements to the infrastructure (pumps, facility repairs, etc.) over the past few years, including this year. User rates have not changed in the last 30 years and customer satisfaction is still very high.

Future:

The future for the District is still sketchy. As total users of the system are reduced (tribal hook-ups are being reduced annually) the direction the District takes on as the sanitary provider in the area will most likely have to change operationally. On a positive note we have received inquiries about new hook-ups.

With an ever shrinking operating budget, the District will have to look at new strategies to insure future operations are maintained. Those strategies will include looking at operations/management structure, rate structure, grant possibilities, co-operative agreements, etc.

Grand Ronde Sanitary District
Proposed Budget
Fiscal Year 2018-2019
Beginning July 1, 2018
Expenditures

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	Description	FY 18-19 Proposed	FY 18-19 Approved	FY 18-19 Adopted
Expenditures						
34,156	23,900	10,000	District Operator	6,000		
0	0	23,000	Temporary/Part time	18,000		
34,156	23,900	33,000	Total Salaries	24,000		
2,640	1,842	2,500	Payroll Taxes	2,500		
52	68	50	Unemployment	50		
1,435	957	1,000	Workers Comp. Insurance	1,000		
0	0	0	Health Insurance Reimbursement	0		
38,282	26,767	36,550	Total Personal Services	27,550		
1,987	1,484	2,000	Office Supplies	2,000		
482	707	500	Printing	500		
954	905	1,000	Postage	1,000		
2,478	1,757	2,500	Telephone	2,500		
10,024	13,362	9,500	Utilities	12,000		
2,706	2,796	2,750	Dues and Fees	2,750		
1,032	0	1,000	Education and Training	1,000		
647	80	750	Fuel & Oil	750		
4,360	3,260	5,000	Line Testing	5,000		
6,325	24,831	6,500	Repairs and Maintenance	30,000		
9,642	6,186	9,000	System Supplies	8,000		
1,900	0	3,500	Minor Equipment	3,500		
0	940	200	Mileage	200		
512	154	500	Miscellaneous	500		
2,225	2,205	2,500	Septic Pumping	2,500		
3,026	2,852	3,250	Insurance	3,250		
10,020	4,613	10,000	Professional Services	5,000		
29,752	12,798	17,500	Contract Services	15,000		
88,072	78,929	77,950	Total Materials and Services	95,450		
0	0	30,000	Equipment	5,000		
0	0	30,000	Total Capital Outlay	5,000		
0	0	23,000	Contingency	18,000		
0	0	23,000	Total Contingency	18,000		
126,355	105,695	167,500	Total Department Expenses	146,000		
Revenues						
135,122	100,691	90,000	Beginning Fund Balance	65,000		
91,249	84,318	77,500	Charges for Services	80,000		
675	1,028	0	Interest Income	1,000		
0	5,136	0	Miscellaneous	0		
227,046	191,173	167,500	Total Revenues	146,000		
Net Cost of Program						
(100,691)	(85,478)	0	Expenditures less Revenue	0		