

**MINUTES OF THE
BOARD OF COMMISSIONERS MEETING
ROBERTS CREEK WATER DISTRICT
July 12, 2018**

President Tracey Parker called the meeting to order at 6:11 p.m. Present were Commissioners Phil Bigler, Carolyn White, Steve Lusch, and Tom Fullbright. Also present were Office Manager David Campos, Superintendent Alan Paulson, and visitor Dan Radford.

Commissioner Lusch made a motion to combine and approve the June Minutes, Financial Statements and June/July Accounts Payable. Commissioner Fullbright seconded the motion. Approval was unanimous.

Office Manager David Campos gave his monthly report. The District received two (2) quotes for the office roof replacement. Several contractors were contacted but only two responded with quotes. Both contractors stated that their schedule timeframe is at least 2 months out. Winston Roofing submitted the lower quote at \$9,060. The quote includes GAF Master Elite roofing with Venti-Ridge system, and carries a 40-year non-prorated warranty. Winston Roofing's quote also included replacing the skylights and fixing the flashing around the AC unit to better divert moisture from the unit. Commissioner Fullbright made a motion to accept the quote from Winston Roofing, in the amount of \$9,060. Commissioner Bigler seconded the motion. Approval was unanimous.

The owners of Western Star Mobile Home Estates contacted the office to inquire about installing a small sign on the front corner of our lot. The sign would point park visitors towards the end of the street behind the office. David informed the Board that there was discussion of installing a new District sign that would face diagonally in both directions of traffic. The consensus of the Board was that there no issues with it, as long as Western Star agrees to our requirements for the signage.

The annual financial audit is scheduled for the week of August 13, 2018.

David pointed out in the year-end reports that total billings for the 17-18 year increased by approximately \$100,000 compared to the previous year. This was due to both higher water consumption billing and the water rate increase.

Commissioner Fullbright highlighted the amount of fees the District is collecting in penalty charges such as late fees, late notification fees (door hangers), and re-connect fees. He asked if there was a way to show this data to customers as a way to reduce account

delinquencies. David stated that the data could be compiled in a graphical format and posted on the website for customers. David added that with the new online payment system, the staff had anticipated that there would be fewer delinquent accounts, but that has not been the case. Those customers who are paying these penalty fees are repeated paying late or waiting until they are shut off to pay their bill.

Commissioner Bigler also noted from the year-end reports that the District is very generous in granting leak adjustment credits.

Superintendent Alan Paulson gave his report. He informed the Board that the piping upgrade project looks great. However, when the contractor was tightening the final bolts, the flange on the hot water tank cracked. The contractor is not necessarily at fault, but it will need to be addressed before the project is considered complete. The only other issue was the type of isolation gaskets used between two dissimilar metals. Alan is fine with what was used, so it should not be an issue. At this point, it is more of a concern to an engineer than it is to us.

Alan and David have been attending a grant-writing class, and our project is installing the town tank. A brief discussion followed.

Alan reminded the Board that we have been voluntarily testing for blue-green algae toxins. Since then, the Oregon Health Authority has created a temporary rule on testing requirements. Plant Operator Jeremy Wolford will be viewing a webinar regarding the new requirements. Alan does not anticipate any potential issue until the end of summer.

The District is in the process of purchasing a GPS device for a GIS mapping system. The mapping system will be managed by Green Sanitary, which Roberts Creek Water will have access to.

Last month, the topic of increasing accrued sick leave was discussed. Alan and David have decided that a maximum accrual of 1,040 hours (6 months) would be appropriate. Discussion followed. The consensus of the Board was that a maximum accrual was not necessary, since sick leave is not a benefit that is payable upon retirement/termination. The Board also suggested that in order for employees to donate sick leave, they must retain at least 80 hours of sick leave. A resolution will be drafted to be approved at the next meeting.

In Charlie Borden's case, disability will pay him 60 percent of his wage. David stated that the other 40 percent can be paid by donated sick leave. This was verified by Umpqua Insurance. A brief discussion followed. A special meeting will be held July 19th to vote on the Resolution to amend the sick leave policy.

Alan informed the Board that Charlie plans to return to work in the next three months. In the meantime, if additional help is needed on the crew, Alan would like to be able to hire Lyle through the temp agency. The Board gave Alan consent to hire temporary staff as needed.

Alan also asked what the Board would like to do regarding Charlie's health insurance premiums. The Board advised to look into what the District's options are in regards to Charlie's health insurance premiums, and present the options at the special Board meeting.

There being no further business before the Board, Commissioner Bigler made a motion to adjourn. Commissioner Lusch seconded the motion and approval was unanimous. President Parker adjourned the meeting at 7:03 pm.

Commissioner
Roberts Creek Water District

Commissioner
Roberts Creek Water District

**MINUTES OF THE
BOARD OF COMMISSIONERS SPECIAL MEETING
ROBERTS CREEK WATER DISTRICT
July 19, 2018**

President Tracey Parker called the special meeting to order at 6:05 p.m. Present were Commissioners Phil Bigler, Carolyn White, Steve Lusch, and Tom Fullbright. Also present were Office Manager David Campos and Superintendent Alan Paulson

Office Manager David Campos presented Resolution R-2018-07-01, which amends the current sick leave policy. Under the amended sick leave policy, there will be no maximum accrual for sick leave hours. Also, employees may donate sick leave hours to other employees, with no maximum donation, as long as the donor employee retains at least 80 hours of sick leave.

Commissioner Lusch made a motion adopt Resolution R-2018-07-01. Commissioner White seconded the motion, and approval was unanimous.

For the good of the order, David informed the Board that the District may continue to pay Charlie Borden's health insurance premiums as long as he is still considered a full-time employee of the District and may choose to do so for as long as it chooses. However, the District should take caution to set a precedent. If the District pays the premiums for an employee who has been on sick leave for 6 months, it would have to honor that same benefit for any other employee.

Alan informed the Board that he will be sending Charlie to the UBOS short school. Dan and Shawn will be attending as well.

There being no further business before the Board, President Parker adjourned the meeting at 6:10 pm.

Commissioner
Roberts Creek Water District

Commissioner
Roberts Creek Water District

Roberts Creek Water District
Profit & Loss
 July 2018

Income

401-a · Water Rates to Plant Upgrade	40,000.00
401 · Water Sales	135,869.23
405 · Standby Charges	24.00
406 · Previously Levied Taxes	0.19
408 · Backflow Test Receipts	300.00
409 · Water Service Fees	2,705.00
410 · Miscellaneous Income	2,521.25
412 · Interest	792.99
Total Income	182,212.66

Expense

501 · Office Manager	5,677.83
502 · Office Assistants	5,634.66
507 · Office Supplies	57.38
508 · Telephone & Internet	157.36
509 · Electricity (office)	211.24
510 · Social Security	871.03
511 · Workmen's Comp.	5.29
515 · Health Insurance (office)	4,702.78
517 · Repair & Maint. Office	209.68
518 · Administrative	250.00
519 · Contract Services	2,176.86
520 · Dues & Subscriptions	28.00
525 · Misc. Expense	200.70
528 · Postage	1,000.00
530 · Unemployment Comp.	11.67
532 · Billing Costs	1,607.00
534 · Capital Project Rate Transfer	40,000.00
536 · Debit/Credit Card customer fees	798.20
537 · Online Billpay Fees	131.91
601 · Plant Superintendent	7,016.67
602 · Service Crew	22,948.55
603 · Backflow Tests	230.00
605 · Freight	149.04
606 · Tools	13.91
607 · Supplies & Safety Items	355.43
608 · Telephone / Internet	401.25
609 · Plant Electricity & Gas	9,807.76
610 · Social Security/Plant	2,282.03
611 · Workmen's Compensation	9.86
612 · Fees & Dues	30.00
613 · Fuel	787.93

Cont'd on next page

Roberts Creek Water District
Profit & Loss
July 2018

Expense (Cont'd)

614 - Vehicle Maintenance	1,051.30
615 - Health Insurance (plant)	10,451.56
617-A - R & M - Field	1,247.23
617-B - R & M - Plant	238.86
620 - Water Samples	296.60
626 - Equipment Purchases	5,625.00
630 - Unemployment Comp. Plant	29.88
635 - Reservoir Maint.	3,610.50
675 - Inventory Adjustment	2,481.32
Total Expense	132,796.27
Net Income	49,416.39

ROBERT CREEK CAPITAL PROJECTS
Profit & Loss
July 2018

Income	
412 - INTEREST	3,199.48
416 - TRANS GEN FUND to PLANT UPGRADE	40,000.00
Total Income	43,199.48
Expense	
625 - MISCELLANEOUS	0.10
665 - WATER TREATMENT PLANT UPGRADE	39,313.85
Total Expense	39,313.95
Net Income - Capital Projects	3,885.53

ROBERTS CREEK WATER DISTRICT
ACCOUNTS PAYABLE
JULY 2018

Avista Utilities	Natural gas at office/plant/Carnes	73.86
Bassett-Hyland Co.	Fuel for company vehicles	787.93
BMS Technologies	Statement fees, online billpay fees	1,738.91
Cardmember Service (Visa)	Candy, Board mtg food, 100 books stamps, office janitorial, payroll subscription fees	1,075.09
Corix Water Products	50 zenner meters, Sch 80 pipe, couplings, 90's, meter stops, tone wire, KwickCut	3,739.66
David Birtch	5 non-comp backflow test + 2 test cocks	230.00
David Campos	Reimburse mileage for June	149.33
Douglas Co. Farmers' Co-Op	PVC slip union, Sch 80 adapter, "No Parking" sign, angle valve, 1/2" nipple	40.13
Douglas Fast Net	Internet	131.50
Flury Supply	100 ft fire hose	237.00
Frontier Precision, Inc.	GPS mapping device	5,666.72
Green Sanitary District	Monthly sewer service for plant, carnes, office (2 months)	228.00
Land Mark Survey	Main tank monitor	575.50
Liquivision	Clean and inspect RC tank	3,035.00
Long's Building Supply	Nuts and bolts, PVC 90, toilet supply, PVC nipple, brass hose swivel	23.60
TSYS	Monthly debit/credit card fees previous mo.	798.20
Metereaders	Monthly meter readings	2,176.86
Motion Industries	VacTron air filters	791.13
New Pig	2 Hazmat pads	161.69
Oregon Linen	Rugs for office	57.68
Oregon Tool & Supply	Male coupler, 59" wand, belt	99.10
Pacific Power	Plant, shop, office electricity	9,945.14
Payroll: Office	Payroll	8,444.83
Plant	Payroll + draws	22,292.84
Commissioners	Board Compensation	230.62
Oregon Dept. Revenue EFTPS	Payroll Withholding	2,668.00
Federal Withholding EFTPS	Payroll Withholding, Social Security & Medicare	10,245.02
Child Support EFTPS	Withheld from paycheck per court order	390.00
Allstate Benefits	Supplemental insurance (employee paid)	311.01
Refunds	Overpayment & Service Deposit refunds	669.12
SDIS	August health/supplemental insurance premiums	15,154.34
Staples	Post-it notes, adding machine tape, coffee	38.66
TruEdge Communications	VOIP	166.00
UBOS	Annual dues & registration	30.00
Umpqua Research	Water sample testing	296.00
Umpqua Valley Tractor	Hydraulic oil	85.00
Verizon Wireless	Crew cell phones + early term fee for Dan's line	261.11
Winston Auto Parts	Motor oil, filters, alarm, mud flaps	205.16
Winston Sanitary	Dumpster at Carnes, etc.	77.90

TOTAL GEN. FUND PAYABLES for July 2018	93,327.64
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Harvey & Price Co.	Plant backwash piping upgrade, Pay Requests 1 and 2.	39,313.85
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TOTAL CAP PROJECTS PAYABLES for July 2018	39,313.85
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**Roberts Creek Water District
Check Detail**

August 7, 2018

Type	Num	Date	Name	Memo	Account	Paid Amount
Check		08/07/2018	AVISTA UTILITIES	Acct. 330144103	001 - UMPQUA BANK CH...	
			HIGHLANDS	090053436 Highland Vista	609 - Plant Electricity & Gas	-20.27
			Carnes Road Site	290133315 Carnes Rd.	609 - Plant Electricity & Gas	-38.18
				570042740 Office	509 - Electricity (office)	-17.00
TOTAL						-75.45
Check		08/07/2018	BMS TECHNOLOGI...		001 - UMPQUA BANK CH...	
				Inv 59560 / July billing statements	532 - Billing Costs	-1,605.46
				Inv 59561 / Maintenance and transaction fees	537 - Online Billpay Fees	-133.16
TOTAL						-1,738.62
Check		08/07/2018	BASSETT-HYLAND...	Customer #498742	001 - UMPQUA BANK CH...	
				Fuel 7/16 - 7/31 Inv. #CL75999	613 - Fuel	-247.27
TOTAL						-247.27
Check		08/07/2018	CONSOLIDATED S...	Customer #9468	001 - UMPQUA BANK CH...	
				Inv. #S8840740.001 / PO 16806 / Inserts	675 - Inventory Adjustment	-212.72
				Inv #S8840725.001 / PO 16809 / Inserts	675 - Inventory Adjustment	-193.19
TOTAL						-405.91
Check		08/07/2018	CORIX WATER PR...		001 - UMPQUA BANK CH...	
				Inv #17813022185 / PO 16805 / 8" Romac repair band	675 - Inventory Adjustment	-223.59
TOTAL						-223.59
Check		08/07/2018	DAVID CAMPOS		001 - UMPQUA BANK CH...	
				Reimburse mileage - July	525 - Misc. Expense	-69.22
TOTAL						-69.22
Check		08/07/2018	DOUGLAS FAST N...	Account #165900	001 - UMPQUA BANK CH...	
				Office Internet 39512	508 - Telephone & Internet	-51.36
				Plant Internet 109871	608 - Telephone / Internet	-40.07
				Carnes Internet 109870	608 - Telephone / Internet	-40.07
TOTAL						-131.50
Check		08/07/2018	DIGITAL DEPLOY...		001 - UMPQUA BANK CH...	
				Inv #97867 Streamline website monthly fee	538 - Website	-200.00
TOTAL						-200.00
Check		08/07/2018	DOUGLAS CO. FA...		001 - UMPQUA BANK CH...	
				Inv #26835 / PO 16789 / spray paint	607 - Supplies & Safety Ite...	-9.98
				Inv #27072 / PO 16802 / wasp/hornet killer	607 - Supplies & Safety Ite...	-23.96
				Inv #27080 / PO 16804 / Hose hanger	607 - Supplies & Safety Ite...	-4.99
				Inv #27263 / PO 16808 / Thermometer	607 - Supplies & Safety Ite...	-4.99
				Inv #27345 / PO 16810 / Pressure guages, hose washer, mirror glue	607 - Supplies & Safety Ite...	-23.36
TOTAL						-67.28
Check		08/07/2018	EXODUS PEST CO...		001 - UMPQUA BANK CH...	
				Inv #60502 / Office pest control	517 - Repair & Maint. Office	-23.00
TOTAL						-23.00
Check		08/07/2018	LONG'S BUILDING ...		001 - UMPQUA BANK CH...	
				Inv. #287537 / PO 16801 / WD-40	607 - Supplies & Safety Ite...	-9.98
				Inv #287586 / PO 16803 / wasp/hornet spray	607 - Supplies & Safety Ite...	-15.18
				Inv #287861 / PO 16814 / safety glasses	650 - Safety Equipment	-11.99
TOTAL						-37.15

**Roberts Creek Water District
Check Detail**

August 7, 2018

Type	Num	Date	Name	Memo	Account	Paid Amount
Check		08/07/2018	OREGON TOOL & ...		001 - UMPQUA BANK CH...	
				Inv. 422578 / PO 16815 / Water hose couper, hose nipple,	614 - Vehicle Maintenance	-43.85
TOTAL						-43.85
Check		08/07/2018	SDIS	03-0054183	001 - UMPQUA BANK CH...	
				Office health/supplemental premiums - September	515 - Health Insurance (offi...	-4,702.78
				Plant health/supplemental premiums - September	615 - Health Insurance (pl...	-10,451.56
TOTAL						-15,154.34
Check		08/07/2018	STAPLES	Acct. 6035 5178 5027 6352	001 - UMPQUA BANK CH...	
				Inv 2122919451 / Copy paper, index tabs, doorhanger cardstock	507 - Office Supplies	-99.63
				Fees and charges	525 - Misc. Expense	-31.00
TOTAL						-130.63
Check		08/07/2018	TRUEEDGE COMMU...		001 - UMPQUA BANK CH...	
				Inv #2843P / Office phones and fax	508 - Telephone & Internet	-106.00
				Inv #2843P / Plant phones and fax	608 - Telephone / Internet	-60.00
TOTAL						-166.00
Check		08/07/2018	UMPQUA QUARRI...		001 - UMPQUA BANK CH...	
				Inv. #23550 / PO 16791 / crushed rock	675 - Inventory Adjustment	-173.86
				Inv #23992 / PO 16813 / crushed rock	675 - Inventory Adjustment	-219.71
TOTAL						-393.57
Check		08/07/2018	VERIZON WIRELESS	Acct. 772196342-0001	001 - UMPQUA BANK CH...	
				Inv. #9811241330	608 - Telephone / Internet	-144.30
TOTAL						-144.30
Check		08/07/2018	WINSTON SANITA...	Account #840428	001 - UMPQUA BANK CH...	
			Carnes Road Site	Dumpster at Carnes	617-A - R & M - Field	-77.90
TOTAL						-77.90
Check		08/07/2018	WINSTON AUTO P...	Account #6321	001 - UMPQUA BANK CH...	
				Inv. #737398 / PO 16807 / grease, rags, hand wash	607 - Supplies & Safety Ite...	-89.88
				Inv #737701 / PO 16811 / Belts	617-B - R & M - Plant	-38.98
TOTAL						-128.86

Roberts Creek Water District
 Estimated Disbursements
 Remainder of: **August 2018**

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Backflow tester	Non-comp backflow tests	180.00
Bassett-Hyland Energy	Fuel 8/1 - 8/15	400.00
Cardimember Services	AICPA Membership, Flex seal, leak seal, Antivirus, office supplies	415.16
Hach	cl2 sensor, pH sensors for raw/treated	3190.08
Industrial Tire	Tires for white service truck	277.00
Meterreaders	Monthly meter readings	2192.00
Oregon Linen	Office rugs	57.68
Allstate	Employee Supplemental (EE paid)	311.01
Net Payroll	Monthly payroll (including draws)	23000.00
Total estimated disbursements:		30022.93

Office Manager's Report

August 2018 Meeting

SALES	July	June	July Last Year
Gallons	28,562,700	28,562,700	29,502,400
Revenue	\$163,648	\$148,022	\$150,312
Meters Sold	0	2	0

COMPARISONS	This FYTD	Last FYTD	Net Over/Under Last Yr.
Gallons	45,091,200	43,445,700	1,645,500
Revenue	\$211,390	\$184,548	\$26,842

VISA/MC	July	June	Fiscal YTD
# Transactions	Data	693	TBD
Total Transacted	Not Yet	\$33,944	
Fees We Paid	Available	\$798	

CHECKING ACCTS. AS OF July 31, 2018	
General Checking	\$215,774
General Fund Money Market	\$411,423
Surcharge Savings	\$65,330
Capital Checking	\$68,147
Capital Projects Reserve	\$1,121,450
Plant Upgrade Debt Reserve	\$594,830
	\$2,476,954

Online Billpay	
<i>As of August 7, 2018</i>	
Accounts Registered:	838
Paperless Accounts:	408
Autopay Accounts:	309

The auditors will be here next week to perform their field work.

SDAO is accepting applications for the 2018-19 Safety & Security Grant. I would like to have security cameras installed at the office, and Alan would like to have a couple cameras installed at the plant also. I believe the District has applied for this grant in the past but was not chosen. That, along with the increase in funding, should help our chance of being selected.

Of the utility billing software options I have seen so far, I am leaning towards the Caselle software. However, Caselle integrates directly with *Xpress Bill Pay* for online payments, whereas we currently use *Online Bill-Pay* offered through BMS. I am looking into what our best option for billing statement/online payments would be with Caselle.

SDAO has offered actuarial valuations at no-cost to districts for OPEB (Other Post-Employment Benefit) obligations. Because our District is required to offer health insurance to retirees, an implicit subsidy may exist due to retiree claims being higher than premiums paid. Our estimated liability may be minimal, which then wouldn't have an effect on our financial statements if immaterial, but I am curious as to what our calculated liability would be from the actuary.

2018-2019 Safety & Security Grant



Application Deadline: Noon on Friday, November 9, 2018

Applications are now being accepted for the 2018-19 SDIS Safety and Security Grant Program! SDIS members are eligible to apply for a matching grant (maximum of \$5,000) to help fund new safety and security related projects. This year, the SDIS Board of Trustees approved a dramatic increase in funding to increase the number of members that can benefit from this opportunity. Grants available have increased from \$300,000 to \$450,000.

What does "matching grant" mean?

This is a 50/50 matching grant program, which means the cost of the project will be split equally between your district and SDIS, up to a maximum of \$5,000.

What do you mean by "a maximum of \$5,000"?

If your district is planning a \$10,000 project, you can apply to receive a maximum of \$5,000 from SDIS.

Who decides if our grant request is accepted or denied?

The SDIS Safety Grant Committee will review each application to determine which applications are eligible to receive funding. The committee will use two priority levels in determining grant recipients:

- **First Priority:** Grant applicants who have never received an SDIS Safety & Security Grant.
- **Second Priority:** Grant applicants who did not receive an SDIS Safety & Security Grant in the 2017/2018 fiscal year (July 1, 2017-June 30, 2018).

Matching grants will be awarded to applicants that meet the eligibility requirements by order of priority. After the first priority level has been funded, grants will be awarded to applicants in the second priority level. After all qualifying applicants in the top two priority levels have been funded, matching grants will be awarded to applicants that meet the eligibility requirements in the order the application is received, until funds have been exhausted.

What projects will qualify for the matching grant?

Your district may apply for any new safety or security project you choose. Examples include but are not limited to video surveillance equipment, security systems, enhanced parking lot lighting, and safe shop equipment. *Routine maintenance to existing facilities and normal business expenses will not be considered.*

When is the application deadline?

Fill out and return the application for your district by mail to SDAO, PO Box 12613, Salem, Oregon 97309 or email to sgalaway@sdao.com by **noon on Friday, November 9, 2018**. Applications received after noon on Friday, November 9, 2018 will not be considered.

For more information about this program, please contact Sandy Galaway at 503-375-8891 or sgalaway@sdao.com.

RECEIVED

AUG 02 2018

SDIS Safety & Security Grant Contact Information:

PO Box 12613 | Salem OR 97309-0613 | TOLL-FREE: 800-285-5461 ext. 111 | PHONE: 503-375-8891
FAX: 503-371-4781 | E-MAIL: sgalaway@sdao.com

From: [Mike Doherty](#)
To: david@rcwaterdistrict.com
Subject: GASB 75 Project SDIS
Date: Thursday, July 26, 2018 10:00:09 AM

Good morning David,

In late June, you should have received an email from myself and Milliman in regards to a GASB 75 project that SDIS is completing. At the time, if a district of your size was to join the SDIS project it would have been at your cost. However, the response to the project has not been as complete as we would have liked, thus allowing us to offer the project for **free** to your district as well.

We aren't sure if the liability for GASB 75 will be material to your districts financials statements or not. However, an evaluation of your districts liability may be good information for your district to have in the future.

If you would like to join the SDIS project, please let me know as soon as possible. I have attached a copy of the original notification (below) as well as this link to the [contract](#) for your ease of finding and completing it if you wish to join.

Let me know if you have any questions. Thank you and we look forward to hearing from you !

Michael Doherty
Chief Financial Officer
[S](#) | [D](#) | [A](#) | [O](#)

Administrators for [S](#) | [D](#) | [I](#) | [S](#) , PACE and OPUDA
PO Box 12613
Salem, OR 97309

Toll-free: 800-285-5461
Fax: 503-371-4781
SDAO Website: www.sdao.com
PACE Website: pace.osba.org/
OPUDA Website: www.opuda.org/

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ORIGINAL EMAIL

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Dear SDAO Member,

As you may know, the Governmental Accounting Standards Board (GASB) requires that GASB Statement No. 75 (GASB 75) be implemented in FYE 2018. GASB 75 covers employer reporting for other postemployment benefits (OPEB), such as retiree medical benefits. ***Please forward this communication to the person at your district that is responsible for financial reporting.***

Many local governmental entities in Oregon will need to report under GASB 75 in FYE 2018. Under ORS 243.303, many governmental entities in Oregon are required to offer retirees the right to continue their employer-sponsored health care coverage until they (and their spouses) reach eligibility for Medicare. Because retirees' claims tend to be higher than these group premiums, employers are effectively subsidizing retirees' benefits. GASB 75 requires that this "implicit subsidy" be recognized and accrued in employers' financial statements.

SDIS has selected Milliman, Inc., an actuarial firm, to provide actuarial valuation services for SDIS members to comply with GASB 75. You are being invited to have an initial GASB 75 valuation, including accounting exhibits for FYE 2018, prepared by Milliman.

- ***If your district has at least 10 employees who receive health care benefits through SDIS, this initial GASB 75 valuation will be paid for by SDIS,*** provided that you sign up in a timely fashion and do not request any custom services, such as customized assumptions or reporting, or non-SDIS benefits.
- ***If your district receives health care benefits through SDIS, but has fewer than 10 employees, please contact SDAO if you are interested in a valuation.*** SDIS and Milliman believe that interest in valuations among districts of this size may be relatively low, due to factors such as the size of the liability. SDIS would be interested in learning more about the demand for valuations among small districts before proceeding.
- ***If your district does not receive health care benefits through SDIS, you are welcome to join this project at your own expense.*** Milliman will provide a pricing tool for your use when it sends its outreach communication within the next two weeks. (If you happen to be a current Milliman client through the CIS group project or stand-alone valuation, you are welcome to contact Milliman to discuss this SDIS-organized project.)

In order to receive the valuation, please sign and return [this contract](#) to mdoherty@sdao.com by July 31st, 2018.

In the near future, you should receive an email from Milliman with additional next steps. Please look for an email from GASB75Districts@milliman.com; you may care to monitor your SPAM filter.

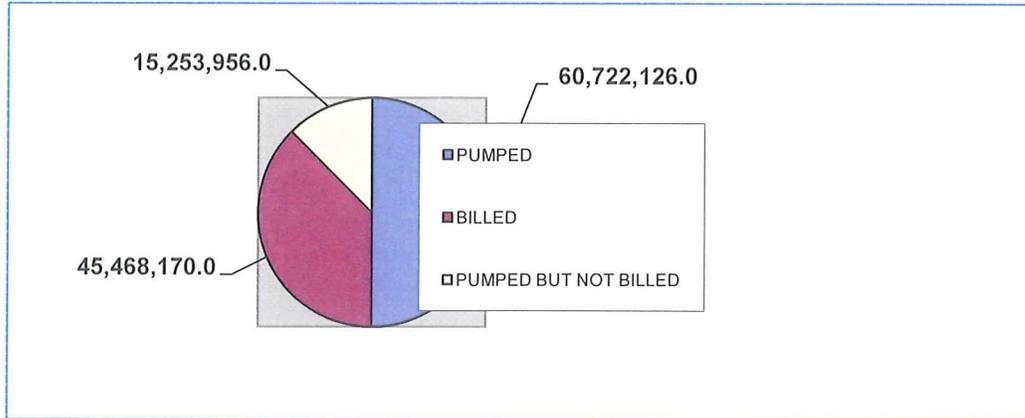
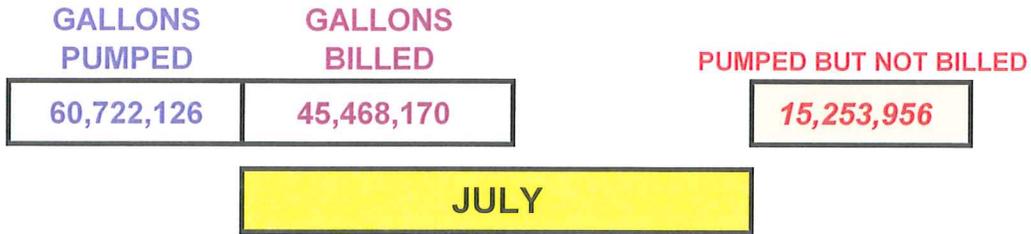
Milliman is planning to host a webinar on two different dates to introduce you to this project and answer your questions. Milliman will also present to you a summary of the actuarial assumptions, methods, and plan provisions that will be used in the valuation.

In the meantime, if you have any questions for SDAO regarding this project, please contact Michael Doherty at mdoherty@sdao.com.

To ensure you receive emails from us, please add the domain @sdao.com to your white list.

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30 DAYS IN BILLING CYCLE: 6/11/18 TO 7/10/18

Repairs, leaks, etc. rendering unverifiable consumption

7/9/2018	3620 CARNES RD	REPAIR SERVICE
6/28/18	1951 AUSTIN RD	REPAIR SERVICE
6/27/18	1818 AUSTIN RD	REPAIR SERVICE
6/25/18	142 MAYWOOD CT	REPAIR SERVICE
6/16/18	4039 STELLA ST	REPAIR SERVICE
6/13/18	1750 GREEN SIDING	REPAIR SERVICE
6/11/18	4355 DE PRIEST	REPAIR SERVICE

2016-2017	DIFFERENCE	2017-2018	DIFFERENCE	2018-2019	DIFFERENCE
JULY	7,171,434	JULY	9,925,299	JULY	15,253,956
AUGUST	11,445,670	AUGUST	10,291,059	AUGUST	
SEPTEMBER	12,326,534	SEPTEMBER	16,319,222	SEPTEMBER	
OCTOBER	13,200,303	OCTOBER	7,931,991	OCTOBER	
NOVEMBER	9,394,631	NOVEMBER	12,165,401	NOVEMBER	
DECEMBER	14,210,106	DECEMBER	8,565,533	DECEMBER	
JANUARY	11,334,601	JANUARY	7,934,905	JANUARY	
FEBRUARY	9,219,899	FEBRUARY	9,346,538	FEBRUARY	
MARCH	6,648,152	MARCH	5,885,652	MARCH	
APRIL	4,110,282	APRIL	10,291,349	APRIL	
MAY	9,314,582	MAY	10,343,287	MAY	
JUNE	11,423,974	JUNE	8,942,550	JUNE	

Utility Billing

Detailed Summary by Rate Code

User: BETH D
 Printed: 07/24/2018 - 11:59 AM
 Batch: 001-07-2018
 001



ROBERTS CREEK WATER DISTRICT

Code	Description	No of Accounts	No of Services	Total Billing Base	Total Billing Cons	Consumption
Summary for Service: Water						
001	- 5/8 X 3/4 METER SERV	2,979	2,979	68,089.94	91,772.85	32,040,600
002	- 1" METER	19	19	1,044.59	1,681.50	590,500
004	- 1 1/2" METER SERVICE	17	17	1,955.00	3,687.90	1,294,600
005	- 2" METER SERVICE INS	20	20	3,680.00	8,119.65	2,848,900
006	- 3" METER SERVICE INS	1	1	368.00	162.45	57,100
007	- 4" METER SERVICE INS	4	4	2,300.00	18,228.60	6,396,000
008	- 8" METER SERVICE INS	1	1	2,257.00	2,929.80	1,028,300
009	- SECOND LEVEL CHARGE	39	39	780.00	0.00	0
00A	- 5/8 X 3/4 SRVC OUT OF DIST	20	20	552.00	1,085.85	379,800
00B	- 1" SRVC OUT OF DIST	3	3	207.00	182.40	64,800
00E	- 2" SRVC OUT OF DIST	2	2	441.60	45.60	15,500
010	- 10" FIRE LINE	1	1	120.00	481.65	168,900
Water Totals:		3,106	3,106	81,795.13	128,378.25	44,885,000
<i>Regular Billing</i>						
Grand Totals:		3,106	3,106	81,795.13	128,378.25	44,885,000

Utility Billing

Detailed Summary by Rate Code

User: sharon c
 Printed: 07/13/2018 - 10:00 AM
 Batch: 122-07-2018



ROBERTS CREEK WATER DISTRICT

Code	Description	No of Accounts	No of Services	Total Billing Base	Total Billing Cons	Consumption
Summary for Service: Water						
001	- 5/8 X 3/4 METER SERV	49	0	578.86	538.65	188,700
002	- 1" METER	1	0	47.91	51.30	17,500
Water Totals:		50	0	626.77	589.95	206,200
<i>Final Billing</i>						
Grand Totals:		50	0	626.77	589.95	206,200

Roberts Creek Water District

Superintendents Report

August 2018

We have been testing for Cyanotoxins (blue/ green algae) in our raw & treated water, in compliance with a temporary rule. We are in full compliance of the rule, and will be following the OHA's protocol throughout the duration of sampling. As of this date, there have been no positive results.

We have been receiving some customer complaints, due to taste and odor of the water. We have taken samples (above & beyond our regular samples), and they are coming back good. The issue is water temperature, as the water is 80 degrees when it leaves the treatment plant, and is most palatable (for most people) when it is under 60 degrees.

We have received our GPS receiver, and are awaiting training from a factory representative. We are looking forward to the process of mapping our district facilities.

We have ordered some replacement probes for our raw & treated PH monitors, as well as our cl2 monitor. We are also looking into replacing our MIOX storage tanks, due to failure.

The crew has been doing an excellent job, while balancing vacation schedules with the fact of being short handed.

We have an employee that is currently off with medical issues, and I'd like to give an update on his status.

If you have any questions, please feel free to give me a call at 541-670-1215

Thanks Alan