

GLENEDEN SANITARY DISTRICT
Special Board Meeting
6595 Gleneden Beach Loop
March 4, 2024
10:00 AM

OPENING

Laura Engstrom with Business Oregon opened the One-Stop Finance Meeting at 10:02 a.m.

Introductions were made around the room and with the members attending via Microsoft Teams. In attendance were all of the Gleneden Sanitary District Board Members; Phil Jensen, John Heath, Jimmy Newton, Ray Burleigh, John Alita, and GSD Attorney Adam Springer. Contract Superintendent Mike Bauman, Superintendent in Training Jeramy Price, Office Manager Danielle Eisenbarth, and Recording Secretary Nancy Noteboom. Also in attendance were Civil West Engineering, HHPR, DEQ, Business Oregon, USDA, and Parks & Recreation employees as per attached Meeting Roster.

BUSINESS DISCUSSION

The meeting began with a presentation by Tim Gross with Civil West Engineering to give the group a synopsis of the events taken place since the March 2022 Termination Notice from The City of Depoe Bay. Tim went over some of the major points made in his Waste Water Treatment Facility Plan. All parties were emailed the presentation prior to the meeting.

Points discussed:

- Rate increases by percentage for both Districts
- Rate by dollars once WWTFP completed
- Environmental Analysis
- Outfall Options
- Alternative Site Analysis
- Minimum space needed
- Vendor Estimates
- Staffing & Operational cost

Next we heard from Courtney Flathers with Oregon Consensus who has spoken with Mayor Kathy Short at City of Depoe Bay and said they are willing to renegotiate with GSD. There would also be a third-party mediator to help with negotiations. The cost of the mediator will be paid for by the Parks and Recreation organization. It is advised that GSD at least explore this option as it will help with the USDA Application Approval if we move forward with building a WWTFP.

A few GSD Board members expressed their skepticism of this idea based on their history with Depoe Bay.

Matt Rippee with Parks and Recreation will get the check cut so Courtney Flathers can get the mediator scheduled and coordinate a meeting between Gleneden Sanitary District and The City of Depoe Bay.

Mary Camarata with OR DEQ is going to work on getting Tim Gross with Civil West Engineering on the Agenda for the April meeting with the Regulatory Agencies. This will allow Tim to move forward with the Preliminary Engineering Report, also referred to as the Facilities Plan.

Next up we had Rich Rodriguez with Business Oregon who introduced multiple funding scenarios through the different agencies in attendance for the \$39,950,000.00 needed. We heard from the following agencies;

- Holly Halligan with USDA
- Oscar Orejel with OR DEQ
- Betty Baxter with Business OR for Special Public Works Fund (SPWF)

Each of the financial scenarios was put onto an Excel spreadsheet for all to see how much funding is needed, how much was offered, how much could be a Grant, therefore no repayment. They also talked about the term of the loan which was 30 years on all options, told what the interest rate would be and how much the payment would be.

They also spoke about:

- BABA – Build America / Buy America
- Affordability Rate @ \$57.25 per month
- No Income Survey being needed as we are considered a Low Income area
- DEQ – Clean Water State Revolving Fund Planning Loan
- Point Source Design & Construction Loan, Preliminary
- Affordability Act
- Green Projects
- RATE Payor Hardship
- Co-Funding
- Combining Scenarios
- No Environmental review being needed
- Principle Forgiveness

Rich Rodriguez will be sending out information with the multiple scenarios and optional co-funding.

This concluded the presentations for the One Stop Finance Meeting.

One Stop Finance Meeting

Date: Monday, March 4, 2024

Location: Hybrid: 6595 Gleneden Beach Loop, Gleneden Beach, OR / Teams

Name of Applicant: Gleneden Beach Sanitary District **Time:** 11:00am – 12:30pm

- Introductions 5 minutes

- Applicant Presentation 20 minutes

- Group Discussion:
 - Non-Funding Related Issues 15 minutes
 - Eligibility 20 minutes
 - Funding Scenarios 25 minutes

- Next Steps
- Courtney Flathers: Governor Kotek Regional Solutions Team Director 5 minutes

- Mary Camarata: Department of Environmental Quality representing the regulatory agencies 5 minutes

Adjourn

Meeting Roster

Meeting: One Stop Meeting **Time:** 11:00am – 12:30pm **Date:** March 4, 2024

Location: Hybrid: 6595 Gleneden Beach Loop, Gleneden Beach, OR / Teams

Topic(s): Gleneden Sanitary District Wastewater Treatment

Please print legibly.

Present	Name	Title	Organization	Phone	Email
	Milke Bauman	District Superintendent	K-GB-LB Water District		mikebauman@kqblbwater.com
	Danielle Eisenbarth	District Office Manager	K-GB-LB Water District		danielle@kqblbwater.com
	John Alita	Board Member	Gleneden Beach Sanitary District		john.alita@gmail.com
	Ray Burtleigh	Board Member	Gleneden Beach Sanitary District		rayburtleigh10@icloud.com
	Jimmy Newton	Board Member	Gleneden Beach Sanitary District		gnewton@canby.com
	John Heath	Board Member	Gleneden Beach Sanitary District		jwheath@hotmail.com
	Keven Shreeve	Principal and Regional Manager	Civil West Engineering		kshreeve@civilwest.net
	Tim Gross	Senior Project Manager	Civil West Engineering		tgross@civilwest.net
	S Joseph		Civil West Engineering		sjoseph@civilwest.net
	Kaety Jacobson	County Commissioner	Lincoln County	541-265-4100	kjacobson@co.lincoln.or.us
			K-GB-LB Water District		jprice@kqblbwater.com
	Adam Springer	Attorney	Yaquina Law	541-272-5500	springer@yaquinawalaw.com
					kenc@hhpr.com
					cecpnl@yahoo.com
	Matt Rippee	Central Park Services Manager	Parks and Recreation	541-786-4748	Matt.RIPPEE@ord.oregon.gov

Present	Name	Title	Organization	Phone	Email
	Courtney Flathers	Consultant Advisor – Regional Solutions	GOV	(503)689-2436	Courtney.L.Flathers@oregon.gov
	Mary Camarata	ERT Representative	OR DEQ		Mary.CAMARATA@deq.oregon.gov
	Chris Marko	Program Analyst	OR DEQ	503-228-1780	Chris.Marko@state.or.us
	Oscar Orejel	Senior Loan Specialist	OR DEQ	503-229-5850	Oscar.Orejel@state.or.us
	Julie Ulibarri	CWSRF Technical Specialist	OR DEQ	541-687-7437	Julie.ULIBARRI@deq.oregon.gov
	Gus Glaser	Water Compliance Specialist	OR DEQ	503-708-9171	Gus.Glaser@deq.oregon.gov
	Deb Mailander	Manager	OR DEQ	541-687-7340	Deb.MAILANDER@deq.oregon.gov
	Rene Soto	Office Specialist	OR DEQ	541-687-7357	Rene.Soto@deq.oregon.gov
	Ella Nichols	CP State Specialist	USDA	503-414-3354	Ella.nichols@usda.gov
	Holly Halligan	CP Area Specialist	USDA – RD	541-967-5925	Holly.halligan@or.usda.gov
	Laura Engstrom	Regional Development Officer	Business Oregon	503-302-4114	Laura.ENGSTROM@biz.oregon.gov
	Tracy Loomis	Regional Project Manager	Business Oregon	971-719-6710	tracy.loomis@biz.oregon.gov
	Rich Rodriguez	Public Finance Officer	Business Oregon	503-986-0149	Rich.rodriguez@oregon.gov
	Becky Baxter	LEOF, RIF, SPWF Program Policy Coordinator	Business Oregon	503-931-4403	Becky.Baxter@oregon.gov

Present	Name	Title	Organization	Phone	Email
	Nicole Bailey	SDWRIF Program & Policy Coordinator	Business Oregon	971-719-6862	Nicole.Bailey@biz.oregon.gov
	Kristen Larson	Water Funding Coordinator	Business Oregon	971-375-7511	Kristen.Larson@biz.oregon.gov

	Ed Tabor	Infrastructure & Program Services Director	Business Oregon	503-949-3523	Edward.tabor@oregon.gov
	Mollie Croisan	Projects & Services Manager	Business Oregon	503-798-0532	Mollie.Croisan@biz.oregon.gov
	Jon Unger	Infrastructure Programs Manager	Business Oregon	503-507-7107	Jon.unger@oregon.gov
	Robert Ault	Enterprise Innovation and Change Manager	Business Oregon	503-551-0917	Robert.ault@oregon.gov
	Colin Sears	Global Trade and Business Manager	Business Oregon	503-894-0160	Colin.SEARS@biz.oregon.gov

"One-Stop" Financing Meetings Information Request

Please use Section F3 to complete your response if additional space is required in any response field.

A. Applicant Information (Provided by Regional Development Officer)

1) Applicant

Note: Who will apply for federal and/or state assistance (city, county, water or sewer district, port, et cetera), and who will be the project manager/contact for the applicant?

Gleneden Sanitary District (GSD)
Primary Contact: Keven Shreeve, PE, Civil West Engineering, 208-866-4098
Secondary Contact: Mike Bauman, District Superintendent, 541-764-2475

2) One Stop Attendees & Contact Info Note: Who will attend the One Stop Meeting on behalf of the applicant (name, title & email address)?

Mike Bauman, District Superintendent & Danielle Eisenbarth, District Office Manager
danielle@kgblbwater.com; mikebauman@kgblbwater.com
GSD Board Members (coordinate through Mike and Danielle)
Keven Shreeve and Tim Gross, Civil West Engineering, kshreeve/tgross@civilwest.net

3) Population

Note: (Based on latest census data.) This should be the population that will be benefited by this project; may not be the entire population of the city / county.

4,770

4) Median Household Income

\$ 54.96

5) Low / Moderate Income

Note: The percentage (%) of Low / Moderate Income households in the area.

39.7

6) IFA Affordability Rate

Based on ACS data (MHI X 1.25% ÷ 12)

\$ 57.25

B. Project Background (Provided by Applicant)

1) Name of Project

Note: location and description (e.g., Coburg Sewer System Improvements)

Gleneden Sanitary District Wastewater Treatment

2) Type of Project

Note: water system, sewer system, roads, port facility, et cetera. The development, extension, or improvements of a water or sewer system or treatment facilities or roadways or port facility, et cetera.

The design and construction of a new Wastewater Treatment Plant (WWTP)

3) Compliance Issue

Note: yes or no (If "yes", identify specific compliance issue(s) and what documentation exists from DEQ or Oregon Health Services – Drinking Water Program)

There is no compliance issue at this time. The City of Depoe Bay has issued a termination notice to GSD giving them, now, 3-years from having to stop discharge to their WWTP.

4) Estimated Project Start Date

ASAP

5) Project Description

Note: Brief statement of problem or need and the proposed solution

The District and the City of Depoe Bay use shared wastewater facilities according to an intergovernmental agreement (IGA) last updated in 1998. On March 1, 2022 the City of Depoe Bay issued a letter to the GSD enacting the termination clause in the IGA. Consequently, GSD must find an alternative means to treat wastewater beginning 5-years from the date of the IGA notice of termination, which is March 1, 2027. Negotiations between parties have failed.

The project entails the siting, design, and construction of a new wastewater treatment plant.

GSD has found a favorable WWTP site and are currently in active discussion with State Parks about impacts that project will have on Fogarty Creek State Park. State Parks has indicated their willingness and desire to work with GSD. The Project is advancing as much as possible at this time.

C. Financial Information

1) Estimated Cost of Project

Note: Identify by budget activity all costs to complete the project; construction, contingencies, engineering, administration, permits, inspection, legal, et cetera. CDBG: If this project is interested in pursuing CDBG, please remember the CDBG program can only fund design **OR** construction (capture totals for final design & construction in table below). Provide details of final design & engineering cost break down on a separate sheet (attach).

Budget Line Item	Total
Engineering / Architecture	\$ 4,190,000.00
Construction	\$ 24,380,000.00
Construction Contingency	\$ 7,810,000.00
Land Acquisition	\$ 330,000.00
Legal	\$ 330,000.00
Construction Management	\$ 2,580,000.00
Other (Specify) Permitting	\$ 330,000.00
Other (Specify)	\$ 0.00
Totals	\$ 39,950,000.00

2) Local Contribution

Note: Identify amounts, source of funds & if loan or grant.

GSD will be responsible for project expenses less any grant/forgivable loan

3) Assistance Requested

Note: Identify the amount of financial assistance requested from state / federal agencies.

As much grant / forgivable loan as possible is requested

4) Source of Local Loan Repayment

Note: Identify source of local funds. E.g. User rates, property taxes, et.

Project balance after grant/forgivable loans will be paid from user rates and/or bond levy.

5) Debt Service

Note: Identify any existing loans and the annual debt service for the system being improved.

CWSRF Loan No. 1 - Loan amount: \$3,225,372 (after \$500k loan forgiveness).
Payments are \$144,457 annually.

D. Water Projects Only

1) Number of Connections and Annual Flow Data

Note: Annual consumption specify gallons or cubic feet.

User Class	Number of Connections	Annual Consumption Gallons
Residential		
Commercial		
Industrial		
Other		
Total	0.00	0.00

E. Sewer Projects Only

1) Number of Connections and Annual Flow Data

Note: Annual consumption specify gallons or cubic feet.

For sewer projects, provide average monthly winter (Nov - Feb) consumption data for Residential and list everything else under other.

User Class	Number of Connections	Annual Consumption Gallons
Residential	1,869.00	85,079,542.00
Other		
Total	1,869.00	85,079,542.00

F. Water/Sewer System

1) Current Monthly Residential User Rate charged for 7,500 Gallons of Water Usage per Month (Sewer projects: Use monthly residential sewer user rates)

\$ 54.00

2) Local Property Taxes applied to system budget (if any)

3) Current and Projected Annual Operation, Maintenance & Replacement (OM&R) Expenses. Note: Current expenses can usually be found in the annual audit. Projected expenses can usually be found in the Master Plan/ Facility Plan / Feasibility Study, but may need to be updated if Plans are older than two years.

Expenses	Current Annual	Projected Annual
Operation & Maintenance	\$ 927,051.00	
Replacement		
Total	\$ 927,051.00	\$ 0.00

G. Job Creation / Retention (if applicable)

1) Business Commitment

Note: Is there a "firm business commitment" to create /retain jobs? If yes, provide company name(s) and estimated number of jobs created / retained.

N/A

H. Additional Information

(If more room is needed please attach supplemental form)

1) Please provide any additional project or community information and/or comments that you feel adds value to the consideration of this project.

Negotiations between the City of Depoe Bay and GSD have failed. GSD is forced to pursue a new WWTP.

2) Identify any questions or concerns you would like to have addressed.

There is an immediate need to keep moving forward with this project. Financing likely will come in stages. GSD is looking for sufficient funding to begin property acquisition, permitting, and engineering design.

3) Continued information from any response field above. Please specify section letter and number.

