

mattwinkel@outlook.com

From: Matt Winkel <mattwinkel@outlook.com>
Sent: Friday, April 26, 2019 12:53 PM
To: M O'Dea
Cc: sherbre@frontier.com
Subject: RE: 941 monies and 2016/17 audit of enterprise funds

Mary:

Good point. Thanks! I will be meeting with Robert and Mary S this afternoon, and will raise this issue.

I hope you're having more fun than I did at Planning Commission last night!

Matt

From: M O'Dea <me_odea@hotmail.com>
Sent: Friday, April 26, 2019 8:49 AM
To: mattwinkel@outlook.com
Cc: sherbre@frontier.com
Subject: 941 monies and 2016/17 audit of enterprise funds

Matt,

If this emergency, etc is going forward, we have to have a truthful acct of the 941 monies from Jan. 2017 onward, even if the fund formation was delayed... 6 mos.? Exactly what did the City spend it on? If it had been inappropriately spent there will at least be a PR prob. So, 1) pls request for me the monies trail from the \$10 fee, and 2) I would like a digital copy of 2016/2017 audit of statement of revenues, expenditures, and changes in net position of enterprise funds ending FY 2016.

I know you have a lot more urgent questions, and to you're meeting today. If this is complicated I will make formal information requests when I get back.

Cheers,

Mary

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mattwinkel@outlook.com

From: Matt Winkel
Sent: Friday, May 3, 2019 10:52 AM
To: Mary Schamehorn
Subject: RE: what's next

Mary:

I figure I would just announce the Utilities Commission emergency recommendation during my report at this upcoming May Council meeting.

I would then anticipate that the City Council would put the matter on the June agenda as an action item, including declaring an emergency and adopting the emergency rate increases to be effective for all water sold after July 1. The word will certainly get out through the newspaper and your column, which I suggest happen after the Utilities Commission makes its recommendation on Monday night. That way, people will have plenty of notice to show up at the June Council meeting, do their Facebook postings, and grumble and grouse at the City Council during the June meeting, as part of your consideration of whether to go with the Utilities Commission recommendation and declare emergency and raise the rates.

As for a Town Hall meeting, that needs to happen sometime after the rates have been increased. I think it is critical that we are in a position to defend our action after the emergency has been declared and the rates have been increased, not trying to explain things to the public in advance and begging them to please support the proposal. Maybe August or September would be a good time for the Town Hall? It would also be nice to have heard the grouching, and know if we have been sued, prior to holding the Town Hall.

Robert is supposed to get me his proposal on the rates today. I kind of support a straight across percentage increase. It's easier to explain, and is less regressive than tilting it towards the base rate. If I was to lean one direction or the other, I think I would prefer increasing the consumption rates. I'll see what Robert comes up with, using his new figures.

We shall see!

Matt

From: Mary Schamehorn <marys@coosnet.com>
Sent: Friday, May 3, 2019 10:17 AM
To: Matt Winkel <mattwinkel@outlook.com>
Subject: what's next

I need to know what is going to happen Monday night, and what the percentages are going to be.

I am wondering if I should run my piece about the emergency declaration this week in my column, which would come out Monday.

that way no one could say they didn't know about it.

How will that actually happen. After you have presented the utility commission's recommendation, than do we make a motion to pass the emergency rate increase?

Also when should we hold a Town Hall meeting? I don't want this to go off the rails before we have least explained that it will probably only amount to \$14 a month on the little guy's basic bill.

MW 0051

What do you think?

Did you and Robert figure out how it will be assessed; basic bill, consumption, etc.

M

mattwinkel@outlook.com

From: Mary Schamehorn <marys@coosnet.com>
Sent: Friday, May 3, 2019 12:02 PM
To: Matt Winkel
Subject: Re: what's next

Thanks. Good advice. I just needed direction. M

From: [Matt Winkel](#)
Sent: Friday, May 03, 2019 10:52 AM
To: [Mary Schamehorn](#)
Subject: RE: what's next

Mary:

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I would then anticipate that the City Council would put the matter on the June agenda as an action item, including declaring an emergency and adopting the emergency rate increases to be effective for all water sold after July 1. The word will certainly get out through the newspaper and your column, which I suggest happen after the Utilities Commission makes its recommendation on Monday night. That way, people will have plenty of notice to show up at the June Council meeting, do their Facebook postings, and grumble and grouse at the City Council during the June meeting, as part of your consideration of whether to go with the Utilities Commission recommendation and declare emergency and raise the rates.

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We shall see!

Matt

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To: Matt Winkel <mattwinkel@outlook.com>
Subject: what's next

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MW 0053

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What do you think?

Did you and Robert figure out how it will be assessed; basic bill, consumption, etc.

M

mattwinkel@outlook.com

From: Mary Schamehorn <marys@coosnet.com>
Sent: Monday, May 6, 2019 8:46 AM
To: Robert Mawson; Matt Winkel
Cc: Beth Hager; Mary O'Dea
Subject: Re: Utilities Commission Recommendation

Hi all. When I printed this out, the bold part of it is huge and the document itself is so small that it takes a magnifying glass to read it at least with my eyes. I would appreciate it if this could be redone in regular 10 or 12-point type, and I believe this may be important for me to see the percentages that you have come up with. It may be my computer as I don't know that others had the same problem, but I am always able to print out anything that is sent to me by the city and it is generally readable. But this is simply too tiny.

Thanks for redoing this so I will have it at my place tonight in a readable form.

mary

From: Robert Mawson
Sent: Friday, May 03, 2019 12:59 PM
To: Matt Winkel
Cc: Beth Hager ; Mary O'Dea ; Mary Schamehorn
Subject: Utilities Commission Recommendation

Hi Matt.

I've enclosed the amended document for your review. If you see something that doesn't look right or anything else that needs to be amended just let me know.

I will ask Beth to print out a copy for your signatures.

Thanks.

Robert J Mawson
City Manager



City of Bandon
P.O. Box 67
555 Highway 101
Bandon, OR 97411
Phone: (541) 347-2437
Fax: (541) 347-1415
citymanager@cityofbandon.org

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This email is considered a public document, and as such, it is subject to the State of Oregon Retention Schedule and may be made available to the public upon request.

mattwinkel@outlook.com

From: Mary Schamehorn <marys@coosnet.com>
Sent: Monday, May 6, 2019 10:34 AM
To: Beth Hager; Robert Mawson; Matt Winkel; Mary O'Dea
Subject: Re: Utilities Commission Recommendation

I just printed out the new version and it is perfect. Not sure what happened the first time, but there is NO comparison. It is the difference between reading it ... and not being able to read it. I do not know if the others had problems as I have not discussed it with them. Mary

From: Beth Hager
Sent: Monday, May 06, 2019 9:56 AM
To: Mary Schamehorn ; Robert Mawson ; Matt Winkel
Cc: Beth Hager ; Mary O'Dea
Subject: RE: Utilities Commission Recommendation

Good Morning Mary,

Attached is the PDF version of the document I printed from my PC. Is anyone else having issues with the attachment Robert sent out? Please let me know.

Thanks
Beth

From: Mary Schamehorn <marys@coosnet.com>
Sent: Monday, May 6, 2019 8:46 AM
To: Robert Mawson <citymanager@ci.bandon.or.us>; Matt Winkel <mattwinkel@outlook.com>
Cc: Beth Hager <bhager@cityofbandon.org>; Mary O'Dea <me_odea@hotmail.com>
Subject: Re: Utilities Commission Recommendation

Hi all. When I printed this out, the bold part of it is huge and the document itself is so small that it takes a magnifying glass to read it at least with my eyes. I would appreciate it if this could be redone in regular 10 or 12-point type, and I believe this may be important for me to see the percentages that you have come up with. It may be my computer as I don't know that others had the same problem, but I am always able to print out anything that is sent to me by the city and it is generally readable. But this is simply too tiny. Thanks for redoing this so I will have it at my place tonight in a readable form.
mary

From: Robert Mawson
Sent: Friday, May 03, 2019 12:59 PM
To: Matt Winkel
Cc: Beth Hager ; Mary O'Dea ; Mary Schamehorn
Subject: Utilities Commission Recommendation

Hi Matt.

I've enclosed the amended document for your review. If you see something that doesn't look right or anything else that needs to be amended just let me know.

MW 0057

I will ask Beth to print out a copy for your signatures.

Thanks.

Robert J Mawson
City Manager



City of Bandon
P.O. Box 67
555 Highway 101
Bandon, OR 97411
Phone: (541) 347-2437
Fax: (541) 347-1415
citymanager@cityofbandon.org

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mattwinkel@outlook.com

From: Matt Winkel
Sent: Monday, May 6, 2019 10:55 AM
To: Robert Mawson
Cc: Beth Hager; Mary O'Dea; Mary Schamehorn
Subject: RE: Utilities Commission Recommendation

Robert:

I received it Friday afternoon, and was able to review it over the weekend. I called your office around 10:20 am this morning, but was told you weren't in the office. So, I left a message with Beth.

I have some minor corrections and/or clarifications that I want to discuss with you. Please contact me as soon as possible, so we can meet to finalize the document.

Thanks.

Matt

From: Robert Mawson <citymanager@ci.bandon.or.us>
Sent: Friday, May 3, 2019 12:59 PM
To: Matt Winkel <mattwinkel@outlook.com>
Cc: Beth Hager <bhager@cityofbandon.org>; Mary O'Dea <me_odea@hotmail.com>; Mary Schamehorn <marys@coosnet.com>
Subject: Utilities Commission Recommendation

Hi Matt.

I've enclosed the amended document for your review. If you see something that doesn't look right or anything else that needs to be amended just let me know.

I will ask Beth to print out a copy for your signatures.

Thanks.

Robert J Mawson
City Manager



City of Bandon
P.O. Box 67
555 Highway 101

MW 0059

Bandon, OR 97411
Phone: (541) 347-2437
Fax: (541) 347-1415
citymanager@cityofbandon.org

.....

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mattwinkel@outlook.com

From: Matt Winkel
Sent: Monday, May 6, 2019 11:03 AM
To: Robert Mawson
Subject: RE: Utilities Commission Recommendation

Robert:

Great! I'll head your way in about 15 minutes.

Thanks.

Matt

From: Robert Mawson <citymanager@ci.bandon.or.us>
Sent: Monday, May 6, 2019 11:01 AM
To: Matt Winkel <mattwinkel@outlook.com>
Cc: Beth Hager <bhager@cityofbandon.org>; M O'Dea <me_odea@hotmail.com>; Mary Schamehorn <marys@coosnet.com>
Subject: Re: Utilities Commission Recommendation

Hi Matt.

I just missed your call. Come in and let's get the document finalized.

On Mon, May 6, 2019, 10:54 AM Matt Winkel <mattwinkel@outlook.com> wrote:

Robert:

I received it Friday afternoon, and was able to review it over the weekend. I called your office around 10:20 am this morning, but was told you weren't in the office. So, I left a message with Beth.

I have some minor corrections and/or clarifications that I want to discuss with you. Please contact me as soon as possible, so we can meet to finalize the document.

Thanks.

Matt

MW 0061

From: Robert Mawson <citymanager@ci.bandon.or.us>

Sent: Friday, May 3, 2019 12:59 PM

To: Matt Winkel <mattwinkel@outlook.com>

Cc: Beth Hager <bhager@cityofbandon.org>; Mary O'Dea <me_odea@hotmail.com>; Mary Schamehorn <marys@coosnet.com>

Subject: Utilities Commission Recommendation

Hi Matt.

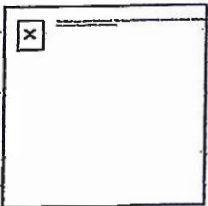
I've enclosed the amended document for your review. If you see something that doesn't look right or anything else that needs to be amended just let me know.

I will ask Beth to print out a copy for your signatures.

Thanks.

Robert J Mawson

City Manager



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P.O. Box 67

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Phone: (541) 347-2437

Fax: (541) 347-1415

citymanager@cityofbandon.org

MW 0062

.....

PUBLIC RECORDS LAW DISCLOSURE

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mattwinkel@outlook.com

From: Matt Winkel
Sent: Monday, May 6, 2019 2:00 PM
To: Beth Hager; Robert Mawson
Subject: Revised Utilities Commission Findings and Recommendations
Attachments: 2019-2020 WATER SEWER BUDGET EMERGENCY (Rev 5-6-19).wpd

Robert and Beth:

Attached is the latest revised copy of the Utilities Commission Findings and Recommendations for tonight's meeting. Please check to make sure I got everything correct, and let me know.

Thanks!

Matt

MW 0064

**FINDINGS BY THE BANDON UTILITIES COMMISSION
THAT AN EMERGENCY EXISTS IN THE PROPOSED
FISCAL YEAR 2019-2020 WATER AND SEWER UTILITY
BUDGETS; AND RECOMMENDATIONS FOR ACTION BY
THE CITY COUNCIL TO ADDRESS THAT EMERGENCY.**

WHEREAS, the Utilities Commission was established by the Mayor and City Council, "to plan for, and advise the mayor and city council, the city manager and the public on the water, wastewater and electric utilities;" and

WHEREAS, the Utilities Commission has reviewed and concurs with the recommendations of City staff, engineers, and consultants that certain water and sewer system expenditures and improvements are necessary to continue properly operating and maintaining those utility systems; and

WHEREAS, the Utilities Commission has reviewed the proposed fiscal year 2019-2020 City of Bandon Budget, and has found that current water and sewer utility rates and revenues are projected to be insufficient to generate the revenue necessary to continue properly operating, maintaining, and improving those utility systems; and

WHEREAS, prior to the proposed 2019-2020 Budget presentation, the Utilities Commission was not aware of the Water (940), Water Plant Improvement Fund (941), and Sewer Fund (950) shortfalls or current cash balances; and

WHEREAS, considering the needs and projected revenues for the water and sewer systems, the Utilities Commission has found that an EMERGENCY exists in the water and sewer utility budgets.

NOW, THEREFORE, THE UTILITIES COMMISSION HEREBY RECOMMENDS that the Mayor and City Council immediately declare that an EMERGENCY exists in the proposed fiscal year 2019-2020 water and sewer utility system budgets;

AND, IT IS FURTHER RECOMMENDED that, to address the EMERGENCY; to help protect the health, safety, economic, and general welfare of existing and future citizens, visitors, and utility customers of the City of Bandon; to help provide an adequate supply of high quality, safe water for drinking, fire protection, commercial, and other domestic uses; to help ensure adequate and safe sewage treatment and effluent discharge; and to help keep future water and sewer and property tax rates as low as possible, the Utilities Commission, hereby recommends that the Mayor and City Council take following actions:

1. Institute one-year EMERGENCY water and sewer rate increases for fiscal year 2019-2020 in amounts necessary to generate sufficient revenues to cover all of the water and sewer system operation and maintenance expenses. The proposed fiscal year 2019-2020 Budget currently projects shortfalls of approximately \$160,000 in the Water Fund (940) and \$222,000 in the Sewer Fund (950). Based on the revenues currently projected in the proposed Budget, plus 5% for contingencies, generating sufficient revenues to cover these shortfalls would require a water rate increase of approximately 21% and a sewer rate increase of approximately 28%.

2. Include in the fiscal year 2019-2020 Budget and Capital Improvement Plan the expenditure of \$250,000 from the Water Plant Improvement Fund (941) for the following capital improvement project:
 - A. 2 million gallon treated water storage tank seismic protection valves.
3. Include in the fiscal year 2019-2020 Budget and Capital Improvement Plan the expenditure of \$1,000,000 from the Water SDC Improvement Fund (721) for the following projects:
 - A. Re-painting and corrosion repair on the 1MG and 2MG treated water storage tanks (\$500,000).
 - B. Emergency back-up generators for the water treatment plant (\$500,000).
4. Initiate negotiations with private and public financial institutions, lenders, and bond counsel to determine the amount, costs, and terms of loans and grants that may be available for providing \$4,400,000 to finance the following water and sewer system capital improvements:
 - A. Wastewater treatment plant headworks upgrade (\$450,000).
 - B. Replacement of the Fillmore Avenue pump station (\$1,600,000).
 - C. Wastewater treatment plant ultraviolet system improvements (\$100,000).
 - D. 2017-2018 I&I Study Projects #4, #5, #9, and #11 (\$1,300,000).
 - E. Water Plant Replacement Clarifier (\$950,000).
5. Include in the fiscal year 2019-2020 Budget and Capital Improvement Plan, and place before the voters at the November 5, 2019, general election (the soonest possible simple-majority tax levy election), the matter of a general obligation bond which, in combination with any grant funds which may be available, will provide \$4,400,000 in net proceeds to finance the water & sewer system improvements listed in Item 4 above. Adding 10% for bond issuance, bond counsel and underwriters costs, contingencies, etc., and assuming no outside grant funding, it is estimated that repayment of a 20-year bond in the amount of \$4,840,000, at a 5% annual interest rate, would require property tax assessments in the range of \$0.79 per \$1,000 assessed valuation, based on the 2018-2019 City assessed valuation of \$490,372,860.

If the proposed general obligation bond for water and sewer system improvements is not approved by the voters, then it is recommended that sewer and water revenue bonds be issued to cover those costs, which would require an additional estimated 20-year EMERGENCY water rate increase in the range of 11%, and sewer rate increase in the range of 37%, to cover the annual payments necessary to service the debt on that revenue bond.

AND, IT IS FURTHER RECOMMENDED that the Mayor and City Council continue to monitor the financial condition and needs of the water, sewer, and electric utilities, and determine annually whether an EMERGENCY exists in those municipal utilities; and determine whether subsequent annual EMERGENCY utility rate increases and actions are necessary to meet the future operation, maintenance, and capital improvement needs of those utilities.

AND, IT IS FURTHER RECOMMENDED that the Mayor and City Council place before Bandon voters at the next possible and appropriate election the matter of amending the Bandon City Charter to restore PERMANENT utility rate setting authority to the Mayor and City Council.

ADOPTED by the Utilities Commission, this 24th day of April, 2019.

Matt Winkel, Chair

ATTEST:

Mary O'Dea, Vice Chair

mattwinkel@outlook.com

From: Matt Winkel
Sent: Monday, May 6, 2019 2:39 PM
To: Mary O'Dea
Subject: Revised Utilities Commission Findings and Recommendations
Attachments: 2019-2020 WATER SEWER BUDGET EMERGENCY (Rev 5-6-19).wpd

Mary:

Attached is the latest revised copy of the Utilities Commission Findings and Recommendations for tonight's meeting. Please check, and let me know if anything needs to be changed.

Thanks!

Matt

mattwinkel@outlook.com

From: Matt Winkel on behalf of mattwinkel@outlook.com
Sent: Monday, May 6, 2019 3:40 PM
To: 'Megan Lawrence'; 'Robert Mawson'
Subject: Utilities Commission Report to City Council - 5-6-19
Attachments: Monthly Report to City Council - 5-6-19 w.Attachments.pdf

Megan:

Attached please find the Utilities Commission Report for tonight's, May 6, 2019, City Council meeting. If you think it would make clearer copies than the email .pdf, I could bring in an original copy. Please let me know.

Thanks!

Matt

MEMO

Date: May 6, 2019
To: Mayor and City Council
From: Utilities Commission

SUBJECT: Monthly Report to the Mayor and City Council - May 6, 2019

The Utilities Commission will be reporting to the City Council on the following items:

1. Monthly Newsletter and Bulletin Boards

Commissioner Sheryl Bremmer continues to maintain and update the bulletin board inside the south City Hall lobby, continue the informational sucker bucket at the front City Hall desk, and prepare the monthly Utilities Newsletters which are included with the utility bills.

Commissioner Mary O'Dea continues to maintain and update the electric, water, and sewer utilities informational display in the north City Hall lobby.

2. Earth Day Celebration

The Mayor and City Council and others are invited to attend the May 15th Utilities Commission meeting to hear a presentation by John Tannous from the Artula Institute regarding the Utilities Commission partnering with Washed Ashore on a Bandon Earth Day, 2020. All of these organizations are concerned about the matter of disposing non-disposable items such as plastics, wipes, etc., as pointed out in recent articles in the monthly City Utilities Newsletter on the subject of "There is No 'Away' in 'Thrown Away.'" Commissioner Joe Kuehner is heading up this effort on behalf of the Utilities Commission. (See attachments regarding the proposed Earth Day Celebration.)

3. Water Utility Business Plan

Work on the Water Utility Business Plan continues. "Section I - Background/History" has been completed, thanks to Commissioner Patricia Soltys. "Section II - Current Operations" and "Section III - Future Considerations" are being prepared by City staff. Work on "Section IV - Strategic Plan" will be undertaken by the Commission once City staff has completed Sections II and III.

4. Water Master Plan

The Commission is waiting on data and information from the City Engineer and City staff.

5. **Water Management & Conservation Plan**

Commissioner Mary O'Dea is heading up the Commission's work on this. We are waiting on data and information from City staff.

6. **Water Storage Reservoir**

The Commission is waiting on permit approvals from the Oregon Water Resources Department and is recommending that City staff meet with State and Federal officials to determine the status of possible loan and grant funding for this and other water and sewer improvement projects.

7. **Water Rights**

The matter of water rights is in the hands of the City's Water Rights Attorney and City Attorney.

8. **Rate Setting Authority**

After reviewing the proposed Fiscal Year 2019-2020 City Budget, the Commission has determined that an EMERGENCY exists in the Water and Sewer Funds, and is recommending that the Mayor and City Council similarly declare an EMERGENCY, and take appropriate actions as described in the attached "Findings and Recommendations" from the Utilities Commission.

Matt Winkel

From: "jkuehner" <jkuehner@protonmail.com>
Date: Wednesday, April 17, 2019 4:53 PM
To: <winkel@mycomspan.com>
Subject: Fwd: Meeting notes

Sent from ProtonMail Mobile

----- Forwarded message -----

From: jkuehner<jkuehner@protonmail.com>
Date: On Thu, Apr 11, 2019 at 12:39 PM
Subject: Fwd: Meeting notes
To: sherbre@frontier.com <sherbre@frontier.com>, John Tannous <john@artula.org>, M O'Dea <me_odea@hotmail.com>
Cc:
Folks,

Thank you again for meeting this morning.

I would like outline my notes and welcome revisions or comments.

1. At our May 15th Committee meeting we will host John and invite the Mayor, Chamber members, Anthony Z and others to explore educational possibilities which include the introduction of Bandon Earth Day, 2020. Bandon Earth Day will be community wide effort to bring awareness of methods to preserve and protect our precious resource, water and will culminate in the unveiling of a 'refreshed' Henry.
2. Our monthly newsletter will include a Washed Ashore feature.
3. Washed Ashore will help in educational efforts for the community which might include a traveling collage and possibility of Bandon educational site in the WA facility.
4. The committee members will assist WA with fundraising/grant proposal efforts.
5. I will contact Daniel Graham to share our plans.
6. A proposed work session after the May committee meeting to include City Council and Utility committee.
7. Mary will contact State of Oregon Extension on the Corvallis campus.

Needless to say, I am very excited and know great work has begun.

Again, thank you!

Joe
541.366.1581

Sent from ProtonMail Mobile



Nurturing Art Among Nature

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[Bandon, OR](#) | [Classes and Events](#)



...The serenity of artistic pursuit in the beauty of nature...

Artula Institute for Arts and Environmental Education provides opportunities to express and teach environmental issues through the arts.

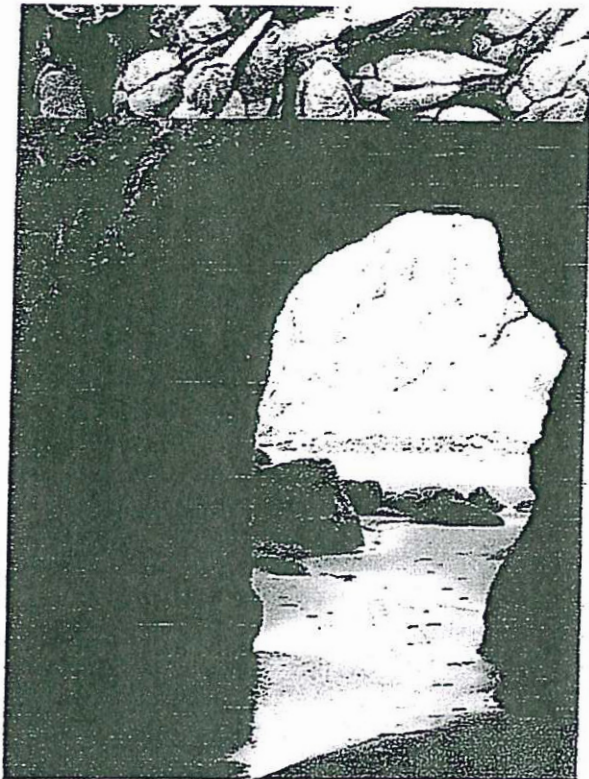
Featuring an Artist-in-Residency program in beautiful Bandon, Oregon. All mediums welcome to apply. Housing by the sea, studio space and a supportive arts community!

Currently supporting the Washed Ashore project - turning plastic pollution from the ocean into large-scale educational art! To learn more, visit the [Washed Ashore website](#).



In the purple yurt next door to Art 101, The Washed Ashore project will be running a free community workshop every Saturday from 2 - 5. Come make a giant blue jellyfish that will spin in the wind! Soon, a giant crab and coral reef will be in the works...all made from marine debris found on our beaches.

We also offer arts education for all ages using reclaimed and waste materials. Events held at Art 101 - a gallery and workshop space 7 miles south of Bandon on Hwy 101.



ARTISTIC RESALE STORE raises money for the "Washed Ashore" project.

Artula Institute for Arts and Environmental Education has a unique Thrift Store inside Art 101, called Artistic Resale. All purchases of gently used artistic items help support the Washed Ashore project.

Donations are greatly appreciated and gladly accepted during open hours, Thursday - Sunday 1-5.

Carefully selected second hand handmade items, artwork and artistically designed household items are offered at affordable prices and help a good cause.

A . I . I



Your Utility Company Newsletter

Utilities Commission

Matt Winkel, Chair

Dr. Mary O'Dea PhD,
Vice-Chair

Sheryl Bremmer

Daniel Graham

Joseph Kuehner

Patricia Softys

Don Starbuck

Council Liaisons:

Peter Braun

Coming Up

- * Results of a 2018 Wastewater Treatment Facilities Condition Assessment
- * Results of a December 2017 Inflow and Infiltration Program
- * Estimates of costs to conduct maintenance and/or replacement of vital parts of the Wastewater Treatment Plant

The Purpose of the Wastewater Treatment Plant

"The Bandon WWTP is an integral part of the Bandon Community. It provides treatment and disinfection of wastewater from residences, businesses, and industry to levels specified in the City's National Pollutant Discharge Elimination System (NPDES) Permit (Appendix I), and to levels commensurate with the values of the citizens of Bandon."

"The Bandon WWTP not only provides for the immediate protection of public health, but also for the protection of coastal fisheries. Fishing is still an important industry in the Bandon area. Chemicals and microorganisms in a poorly treated discharge can severely impact marine life. Because of the potential damage from a poor quality effluent to shellfish in the Coquille River Estuary, the Bandon WWTP is designed in Class I of the Environmental Protection Agency's (EPA's) Design Criteria for Mechanical, Electrical, Fluid System and Component Reliability."

"The men and women who manage and support the operations of the Bandon WWTP are charged with an important responsibility. Providing the necessary level of treatment in a cost-effective manner is a reasonable expectation of the citizens and rate payers. The plant represents a significant capital investment of the community and must be operated and maintained to ensure its protections and long life."

*The information above is also on the City of Bandon's webpage at <http://www.cityofbandon.org/general/page/wastewater-treatment-plant>.

The last plant-wide improvement project was in 1993.

Unplanned Wastewater Treatment Plant Expense

The top gears of the clarifier went out. This makes everything go more slowly. Bill Nielson, the manager of the plant, bought parts for repairing this problem at a cost of \$10,000. The bottom gears will be inspected and, as of now, we don't know what is happening in this bottom section. When we have a cost of repairs, we will inform you as soon thereafter as is feasible. Keep in mind that the Wastewater Treatment Plant has many parts that are nearing the end of their life expectancy.

Influent Pump

The influent pump at the Wastewater Treatment Plant pumps all wastewater. We have had multiple incidents where the pump is negatively affected by grease and rags. When the pump no longer works properly, it has to be taken to Coos Bay to be remachined at a cost of \$20,000 per incident. The problems caused by grease and rags are expensive to repair and eventually repairs are no longer effective and replacement of parts will be necessary. We can control some recurring problems by remembering that "flushable wipes" are not flushable and that grease and wipes/rags should be kept out of the wastewater system if at all possible. If an item can be throw in the trash, do that, don't flush it or put it down the drain.

Bonneville Power Authority

Bonneville Power Authority (BPA) has announced that it will raise electric rates this year. We informed rate payers of a spillage charge last year and BPA has indicated that there **may** be another spillage charge this year. Rate payers bear the responsibility of paying these increases and as soon as we know how much the electric rates will rise and exactly why they are rising, we will inform you.



There is No Away

What does this mean? "I'm going to throw this (cup, chair, food, trash, plastic straw, styrofoam take-out carton) away." What are you saying? Where is whatever you're tossing going? How long will it take to break down and decompose back into Earth? Will it even decompose? What animals will try and eat it? Are there other options besides throwing it "away?" When you dispose of something down your drain, where is it going?

What you throw "away" goes somewhere.

Some of what you think you are throwing away can cause problems for you and the utilities upon which you rely. For instance, you wouldn't think of using your sink to dispose of your grocery list, but produce stickers stuck to some of your fruits and vegetables often fall off when you're washing those fruits and vegetables. These stickers often include bits of plastic and are coated with adhesive, neither of which are water-soluble. They may be caught in grease coating your drains, get caught in pumps and hoses or block the screens and filters at your wastewater treatment plant.

It might seem logical to flush your expired or unused medication down the toilet or crush it in your garbage disposal, but research shows that a high number of those medications do not get removed at your local wastewater treatment plant before they enter the environment. Wastewater treatment is unable to remove medications.

Prevention and maintenance are considerably less costly than breakdown and replacement.



Your Utility Company Newsletter

Results of the 2018 Wastewater Treatment Facilities Assessment¹

This is the first in a series of reports about this assessment.

The City of Bandon operates and maintains a 0.50 Wastewater Treatment Plant (WWTP) that experienced its last plant-wide improvement project in 1993. Since then the facility has completed several system specific upgrades including:



Influent Screen system was replaced in early 2000s

Ultraviolet Disinfection system replaced in 2009

Standby Generator for WWTP installed in 2014

Thickening system was replaced in 2015

According to the Wastewater Treatment Facilities Assessment, The Screening and Grit

Priority List For WWTP

Headworks System
Upgrade \$450,000

Replacement of
Fillmore Pump Station
\$1,600,000

UV System
Improvements
\$100,000

In future newsletters we
will describe these
projects and explain
why they are necessary.

This is list #1. List #2 is
on the next page.

Removal system is in the greatest need of refurbishment. The current system is not capable of providing screening at current WWTP flow conditions. The debris that bypasses screening obstructs process lines including grit piping and clarifier sludge collectors. Debris also obstructs the pumps requiring regular operator intervention to maintain pumping.

The Influent Pump Station also has ragging and grit accumulation. Issues that require operator intervention.

Rags ("disposable" wipes, facial tissues, diapers, paper towels etc.) cause serious problems when they reach the WWTP. "Flushable" or "disposable" wipes are not flushable without negative consequences. Manufacturers of these wipes just meet the requirements needed to call the wipes they sell "flushable" or "disposable". Our sewer system and WWTP clog when people flush these wipes "away". In this case "away" is through the sewer lines and into the WWTP. Grease and oil make the clogs worse.

¹ Waterdude, City of Bandon Wastewater Treatment Facilities Condition Assessment, May 2018.

Priority List Per I & I Study

- Project #5 \$270,765**
- Project #4 \$557,380**
- Project #11 \$95,580**
- Project #9. \$358,330**

- ✱ These projects will be detailed in next month's newsletter.
- ✱ Total est. costs for both priority lists for WWTP w/o inflation: \$3,432,055.

Influent Pump

Currently, it costs approximately \$20,000 each time the pump breaks down. The broken parts can no longer be re-machined in Coos Bay and replacement parts have to be purchased. The current influent pump is the only one we have handling sewer water for the entire city. The problem is serious. We just had another incident where the pump had to be repaired, costing another \$20,000, which brings the total cost this year to \$60,000. Each of us can mitigate this problem and increase the life of the influent pump if we would stop flushing anything that can be thrown in the trash down the toilet or into the drains. Flushable wipes may be flushable; a lego is flushable, too, but these items must be kept out of the sewer system. Flushable wipes and grease create serious problems for the WWTP and serious costs for all of us to repair the damages they cause.

Inflow and Infiltration Study

One of the problems identified in this study was that sewer clean out caps are missing or broken on some properties in Bandon. If you know where your sewer clean out is and you inspect it and find that the cap is missing or broken please call 541-347-2437 and a City employee will come out and replace the cap for you with no charge. If you don't know where your sewer clean out is, please call the number above.



There is No Away

What You Throw Away Goes Somewhere

- ✱ Away can mean into a landfill
- ✱ Away can mean into the ocean
- ✱ Away can mean into a river or stream
- ✱ Away can mean into the WWTP

Countries and private companies have been throwing their obsolete satellites orbiting the Earth "away" by allowing the satellites to float in orbit until their orbit disintegrates and the satellite falls through the atmosphere and lands someplace on Earth. There is so much debris from Earth orbiting Earth that it has a name: Space Junk. NASA reports that there is debris from Earth on the Moon, Mars, and Venus.

When you throw something away, away means that it isn't around you,

Important

Leftover or unwanted medications can be given to the Bandon Police Department during regular business hours 8:30AM-5:00PM weekdays.

**FINDINGS BY THE BANDON UTILITIES COMMISSION
THAT AN EMERGENCY EXISTS IN THE PROPOSED
FISCAL YEAR 2019-2020 WATER AND SEWER UTILITY
BUDGETS; AND RECOMMENDATIONS FOR ACTION BY
THE CITY COUNCIL TO ADDRESS THAT EMERGENCY.**

WHEREAS, the Utilities Commission was established by the Mayor and City Council, "to plan for, and advise the mayor and city council, the city manager and the public on the water, wastewater and electric utilities;" and

WHEREAS, the Utilities Commission has reviewed and concurs with the recommendations of City staff, engineers, and consultants that certain water and sewer system expenditures and improvements are necessary to continue properly operating and maintaining those utility systems; and

WHEREAS, the Utilities Commission has reviewed the proposed fiscal year 2019-2020 City of Bandon Budget, and has found that current water and sewer utility rates and revenues are projected to be insufficient to generate the revenue necessary to continue properly operating, maintaining, and improving those utility systems; and

WHEREAS, prior to the proposed 2019-2020 Budget presentation, the Utilities Commission was not aware of the Water (940), Water Plant Improvement Fund (941), and Sewer Fund (950) shortfalls or current cash balances; and

WHEREAS, considering the needs and projected revenues for the water and sewer systems, the Utilities Commission has found that an EMERGENCY exists in the water and sewer utility budgets.

NOW, THEREFORE, THE UTILITIES COMMISSION HEREBY RECOMMENDS that the Mayor and City Council immediately declare that an EMERGENCY exists in the proposed fiscal year 2019-2020 water and sewer utility system budgets;

AND, IT IS FURTHER RECOMMENDED that, to address the EMERGENCY; to help protect the health, safety, economic, and general welfare of existing and future citizens, visitors, and utility customers of the City of Bandon; to help provide an adequate supply of high quality, safe water for drinking, fire protection, commercial, and other domestic uses; to help ensure adequate and safe sewage treatment and effluent discharge; and to help keep future water and sewer and property tax rates as low as possible, the Utilities Commission, hereby recommends that the Mayor and City Council take following actions:

1. Institute one-year EMERGENCY water and sewer rate increases for fiscal year 2019-2020 in amounts necessary to generate sufficient revenues to cover all of the water and sewer system operation and maintenance expenses. The proposed fiscal year 2019-2020 Budget currently projects shortfalls of approximately \$160,000 in the Water Fund (940) and \$222,000 in the Sewer Fund (950). Based on the revenues currently projected in the proposed Budget, plus 5% for contingencies, generating sufficient revenues to cover these shortfalls would require a water rate increase of approximately 21% and a sewer rate increase of approximately 28%.

2. Include in the fiscal year 2019-2020 Budget and Capital Improvement Plan the expenditure of \$250,000 from the Water Plant Improvement Fund (941) for the following capital improvement project:
 - A. 2 million gallon treated water storage tank seismic protection valves.
3. Include in the fiscal year 2019-2020 Budget and Capital Improvement Plan the expenditure of \$1,000,000 from the Water SDC Improvement Fund (721) for the following projects:
 - A. Re-painting and corrosion repair on the 1MG and 2MG treated water storage tanks (\$500,000).
 - B. Emergency back-up generators for the water treatment plant (\$500,000).
4. Initiate negotiations with private and public financial institutions, lenders, and bond counsel to determine the amount, costs, and terms of loans and grants that may be available for providing \$4,400,000 to finance the following water and sewer system capital improvements:
 - A. Wastewater treatment plant headworks upgrade (\$450,000).
 - B. Replacement of the Fillmore Avenue pump station (\$1,600,000).
 - C. Wastewater treatment plant ultraviolet system improvements (\$100,000).
 - D. 2017-2018 I&I Study Projects #4, #5, #9, and #11 (\$1,300,000).
 - E. Water Plant Replacement Clarifier (\$950,000).
5. Include in the fiscal year 2019-2020 Budget and Capital Improvement Plan, and place before the voters at the November 5, 2019, general election (the soonest possible simple-majority tax levy election), the matter of a general obligation bond which, in combination with any grant funds which may be available, will provide \$4,400,000 in net proceeds to finance the water & sewer system improvements listed in Item 4 above. Adding 10% for bond issuance, bond counsel and underwriters costs, contingencies, etc., and assuming no outside grant funding, it is estimated that repayment of a 20-year bond in the amount of \$4,840,000, at a 5% annual interest rate, would require property tax assessments in the range of \$0.79 per \$1,000 assessed valuation, based on the 2018-2019 City assessed valuation of \$490,372,860.

If the proposed general obligation bond for water and sewer system improvements is not approved by the voters, then it is recommended that sewer and water revenue bonds be issued to cover those costs, which would require an additional estimated 20-year EMERGENCY water rate increase in the range of 11%, and sewer rate increase in the range of 37%, to cover the annual payments necessary to service the debt on that revenue bond.

AND, IT IS FURTHER RECOMMENDED that the Mayor and City Council continue to monitor the financial condition and needs of the water, sewer, and electric utilities, and determine annually whether an EMERGENCY exists in those municipal utilities; and determine whether subsequent annual EMERGENCY utility rate increases and actions are necessary to meet the future operation, maintenance, and capital improvement needs of those utilities.

AND, IT IS FURTHER RECOMMENDED that the Mayor and City Council place before Bandon voters at the next possible and appropriate election the matter of amending the Bandon City Charter to restore PERMANENT utility rate setting authority to the Mayor and City Council.

ADOPTED by the Utilities Commission, this 24th day of April, 2019.

Matt Winkel, Chair

ATTEST:

Mary O'Dea, Vice Chair

mattwinkel@outlook.com

From: Matt Winkel on behalf of mattwinkel@outlook.com
Sent: Monday, May 6, 2019 4:36 PM
To: Beth Hager; 'Robert Mawson'; 'Denise Russell'
Subject: Utilities Commission Report for 5-6-19 City Council Meeting
Attachments: Monthly Report to City Council - 5-6-19 w.Attachments.pdf

Beth:

Attached please find the REVISED Utilities Commission Report for tonight's, May 6, 2019, City Council meeting. If you think it would make clearer copies than the email .pdf, I could bring in an original copy. Please let me know.

Thanks!

Matt

MW 0082

MEMO

Date: May 6, 2019

To: Mayor and City Council

From: Utilities Commission

SUBJECT: Monthly Report to the Mayor and City Council - May 6, 2019

The Utilities Commission will be reporting to the City Council on the following items:

1. **Monthly Newsletter and Bulletin Boards**

Commissioner Sheryl Bremmer continues to maintain and update the bulletin board inside the south City Hall lobby, continue the informational sucker bucket at the front City Hall desk, and prepare the monthly Utilities Newsletters which are included with the utility bills.

Commissioner Mary O'Dea continues to maintain and update the electric, water, and sewer utilities informational display in the north City Hall lobby.

2. **Earth Day Celebration**

The Mayor and City Council and others are invited to attend the May 15th Utilities Commission meeting to hear a presentation by John Tannous from the Artula Institute regarding the Utilities Commission partnering with Washed Ashore on a Bandon Earth Day, 2020. All of these organizations are concerned about the matter of disposing non-disposable items such as plastics, wipes, etc., as pointed out in recent articles in the monthly City Utilities Newsletter on the subject of "There is No 'Away' in 'Thrown Away.'" Commissioner Joe Kuehner is heading up this effort on behalf of the Utilities Commission. (See attachments regarding the proposed Earth Day Celebration.)

3. **Water Utility Business Plan**

Work on the Water Utility Business Plan continues. "Section I - Background/History" has been completed, thanks to Commissioner Patricia Soltys. "Section II - Current Operations" and "Section III - Future Considerations" are being prepared by City staff. Work on "Section IV - Strategic Plan" will be undertaken by the Commission once City staff has completed Sections II and III.

4. **Water Master Plan**

The Commission is waiting on data and information from the City Engineer and City staff.

5. **Water Management & Conservation Plan**

Commissioner Mary O'Dea is heading up the Commission's work on this. We are waiting on data and information from City staff.

6. **Water Storage Reservoir**

The Commission is waiting on permit approvals from the Oregon Water Resources Department and is recommending that City staff meet with State and Federal officials to determine the status of possible loan and grant funding for this and other water and sewer improvement projects.

7. **Water Rights**

The matter of water rights is in the hands of the City's Water Rights Attorney and City Attorney.

8. **Rate Setting Authority**

After reviewing the proposed Fiscal Year 2019-2020 City Budget, the Commission has determined that an EMERGENCY exists in the Water and Sewer Funds, and is recommending that the Mayor and City Council similarly declare an EMERGENCY, and take appropriate actions as described in the attached "Findings and Recommendations" from the Utilities Commission.

mattwinkel@outlook.com

From: M O'Dea <me_odea@hotmail.com>
Sent: Monday, May 13, 2019 6:54 PM
To: sherbre@frontier.com; Matt Winkel
Subject: RE: Draft of June Utility Newsletter

Hi Sheryl,

I am not sure I understand your space saving note. So, hopefully this will make sense. If you are going to use the heading, wording, etc. of the UC recommendation to the M&C I think the newsletter publication should be verbatim, so there is no confusion. One version in the public realm. Otherwise, I would use a different heading/format of the salient points.

As for it being too early to publish/notify....no way, publish it. It is in the public record. Everyone should know what is coming. What the very real problems are. I think we need to minimize anybody's ability to say they didn't know.

Hopefully to get stickers/poster material tomorrow. If I get the stickers I will leave them in the planning office as per usual. I will also let you know if they are there.

Thanks for the great job.

Cheers,
Mary

Sent from Mail for Windows 10

From: sherbre@frontier.com <sherbre@frontier.com>
Sent: Monday, May 13, 2019 3:10:06 PM
To: Matt Winkel; M. O'Dea
Subject: Draft of June Utility Newsletter

Hi,
The June newsletter is about the Utilities Commission's recommendations to the Mayor and City Council. In the interest of using the limited space we have in the newsletter, I tried to keep the article confined to the main points of the recommendation. I also included a small article about the 4 I&I priorities because I promised I would do this in the last newsletter. I'll have to locate these and report those locations in the next newsletter.

Also, I think the Mayor and Council are going to address these recommendations at their June meeting--at least, that's what I was told. However, if either of you have more recent info on that, let me know. Also, if we have an update from the Mayor or Council about this issue, I'll edit that in. My deadline for this to be in Beth's hands is May 23. I can copy this version, with any edits you send me, for the Utilities Commission meeting on May 15.

If you think this is too soon to inform the public about the issue (although, after the recent meetings about it, I think a large section of the public knows) I can change the entire thing. I might or might not have copies of that version at the meeting on Wednesday this week.

Thanks for feedback and ignore the 3rd page that may be hanging out on there,

Sheryl

MW 0085

mattwinkel@outlook.com

From: sherbre@frontier.com
Sent: Monday, May 13, 2019 3:10 PM
To: Matt Winkel; M. O'Dea
Subject: Draft of June Utility Newsletter
Attachments: June 2019 Newsletter copy pdf.pdf

Hi,
The June newsletter is about the Utilities Commission's recommendations to the Mayor and City Council. In the interest of using the limited space we have in the newsletter, I tried to keep the article confined to the main points of the recommendation. I also included a small article about the 4 I&I priorities because I promised I would do this in the last newsletter. I'll have to locate these and report those locations in the next newsletter.

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Thanks for feedback and ignore the 3rd page that may be hanging out on there,

Sheryl



Your Utility Company Newsletter

FINDINGS BY THE BANDON UTILITIES COMMISSION THAT AN EMERGENCY EXISTS IN THE PROPOSED FISCAL YEAR 2019-2020 WATER AND SEWER UTILITY BUDGETS; AND RECOMMENDATIONS FOR ACTION BY THE CITY COUNCIL TO ADDRESS THAT EMERGENCY¹

Main Points

- * City staff, engineers, and consultants have recommended that certain water and sewer system expenditures and improvements are necessary to continue properly operating and maintaining those utility systems.
- * Upon review of the proposed fiscal year 2019-2020 City of Bandon Budget, the Utilities Commission has found that current water and sewer utility rates and revenues are projected to be insufficient to generate the revenue necessary to continue operating, maintaining, and improving those utility systems.
- * Prior to the proposed 2019-2020 Budget presentation, the Utilities Commission was not aware of the Water, Water Plant Improvement Fund, and Sewer Fund shortfalls or current cash balances.
- * After considering the needs and projected revenues for the water and sewer systems, the Utilities Commission recommends that the Mayor and City Council immediately declare that an **emergency** exists in the proposed fiscal year 2019-2020 water and sewer utility system budgets.
- * It is recommended that, to address the **emergency**; to help protect the health, safety, economic, and general welfare of existing and future citizens, visitors, and utility customers of the City of Bandon; to help provide an adequate supply of high quality, safe water for drinking, fire protection, commercial, and other domestic uses; to help ensure adequate and safe sewage treatment and effluent discharge; and to help keep future water and sewer and property tax rates as low as possible, the Utilities Commission hereby recommends that the Mayor and City Council take the following actions:
 - * 1. Institute one-year **emergency** water and sewer rate increases for fiscal year 2019-2020 in amounts necessary to generate sufficient revenues to cover all of the water and sewer system operation and maintenance expenses;
 - * 2. Include the expenditure of \$25,000 from the Water Plant Improvement Fund for the following capital improvement project: 2 million gallon treated water storage tank seismic protection valves;
 - * 3. Include in the fiscal year 2019-2020 Budget and Capital Improvement Plan the expenditure of \$1,000,000 from the Water SDC Improvement Fund for the following projects: Re-painting and corrosion repair on the 1MG and 2MG treated water storage tanks (\$500,000); and Emergency back-up generators for the water treatment plant (\$500,000);

Continued on back...

¹ Findings presented at a Special Meeting of the Utility Commission and the City Council, April 24, 2019.

Continued from front page

- * 4. Initiate negotiations with private and public financial institutions, lenders, and bond counsel to determine the amount, costs, and terms of loans and grants that may be available for providing \$4,400,000 to finance the following water and sewer system capital improvements: Wastewater Treatment Plant headworks upgrade (\$450,000); Replacement of the Fillmore Avenue pump station (\$1,600,000); Wastewater Treatment Plant ultraviolet system improvements (\$100,000); 2017-2018 I&I Study Projects #4, #5, #9, and #11 (\$1,300,000); Water Plant Replacement Clarifier (\$950,000);
- * 5. Include in the fiscal year 2019-2020 Budget and Capital Improvement Plan, and place before the voters at the November 5, 2019, general election, the matter of a general obligation bond which, in combination with any grant funds which may be available, will provide \$4,400,000 in net proceeds to finance the water and sewer system improvements in Item 4 above. (This will be explained, in detail, in upcoming newsletters. Also, what this means to individuals will be explained, in detail, in upcoming newsletters.) If the proposed general obligation bond for water and sewer system improvements is not approved by the voters, then it is recommended that sewer and water revenue bonds be issued to cover those costs, which would require an additional estimated 20-year **emergency** water rate increase in the range of 11%, and sewer rate increase in the range of 37%, to cover the annual payments necessary to service the debt on that revenue bond.
- * And, it is further recommended that the Mayor and City Council continue to monitor the financial condition and needs of the water, sewer, and electric utilities, and determine annually whether an **emergency** exists in those municipal utilities; and determine whether subsequent annual **emergency** utility rate increases and actions are necessary to meet the future operation, maintenance, and capital improvement needs of those utilities.
- * And, it is further recommended that the Mayor and City Council place before Bandon voters at the next possible and appropriate election the matter of amending the Bandon City Charter to restore **permanent** utility rate setting authority to the Mayor and City Council.

Adopted by the Utilities Commission on April 24, 2019.

This is an important issue that has been discussed by the Utilities Commission and Mayor and City Council, by the Budget Committee, and that will be discussed at the June City Council meeting. If the Mayor and City Council agree to accept the recommendations above, there will be a great deal of explanation, examples, and opportunities for citizens and rate payers to ask questions, receive honest answers, and discuss what these actions mean. In future newsletters, we will address the issues surrounding these recommendations.

2017-2018 I&I Study Projects

#4 Manhole 10-1 to Manhole 8-10. Collection Lines/Manholes

#5 Manhole 16 to Manhole 14. Collection Lines/Manholes

#9 Manhole 12-12 to Manhole 12-11, and Manhole 12-17 to Manhole 12-15.
Collection Lines/Manholes

#11 Manhole Rehabilitation.

11 projects were recommended in the Inflow and Infiltration Study, to reduce inflow and infiltration into the City's Sewer Plant. The 4 projects above were the highest priority and should be completed first. Future newsletters will inform you about the location of these projects.

mattwinkel@outlook.com

From: Matt Winkel
Sent: Monday, May 13, 2019 10:36 PM
To: sherbre@frontier.com; M. O'Dea
Subject: RE: Draft of June Utility Newsletter

Sheryl:

I agree that it is not too early to notify the public. The sooner, the better.

I think we should include the estimated percentage water and sewer rate increases necessary to balance the operation and maintenance budgets (*asterisk 1), in addition to the ones shown for the potential revenue bond issue *asterisk 5). I would double-check the final signed Utilities Commission Findings and Recommendation to make sure we have the final figures on those estimated percentage rate increases, since I can't remember exactly where we ended up.

Thanks for all of you work on this!

Matt

From: sherbre@frontier.com <sherbre@frontier.com>
Sent: Monday, May 13, 2019 3:10 PM
To: Matt Winkel <mattwinkel@outlook.com>; M. O'Dea <me_odea@hotmail.com>
Subject: Draft of June Utility Newsletter

Hi,
The June newsletter is about the Utilities Commission's recommendations to the Mayor and City Council. In the interest of using the limited space we have in the newsletter, I tried to keep the article confined to the main points of the recommendation. I also included a small article about the 4 I&I priorities because I promised I would do this in the last newsletter. I'll have to locate these and report those locations in the next newsletter.

Also, I think the Mayor and Council are going to address these recommendations at their June meeting--at least, that's what I was told. However, if either of you have more recent info on that, let me know. Also, if we have an update from the Mayor or Council about this issue, I'll edit that in. My deadline for this to be in Beth's hands is May 23. I can copy this version, with any edits you send me, for the Utilities Commission meeting on May 15.

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Thanks for feedback and ignore the 3rd page that may be hanging out on there,

Sheryl

MW 0090

mattwinkel@outlook.com

From: sherbre@frontier.com
Sent: Tuesday, May 14, 2019 11:59 AM
To: Matt Winkel
Subject: Re: Draft of June Utility Newsletter

I agree with your suggestions and Mary's. I'll change the title and add the amounts and send you the new draft. I'll try to have this for everybody at the meeting tomorrow but I for sure will have it for you and Mary by this evening. I'm in Coos Bay right now so I'll have to work on this later this afternoon.

Sheryl

Sent from Yahoo Mail for iPhone

On Monday, May 13, 2019, 10:35 PM, Matt Winkel <mattwinkel@outlook.com> wrote:

Sheryl:

I agree that it is not too early to notify the public. The sooner, the better.

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Thanks for all of you work on this!

Matt

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Sent: Monday, May 13, 2019 3:10 PM
To: Matt Winkel <mattwinkel@outlook.com>; M. O'Dea <me_odea@hotmail.com>
Subject: Draft of June Utility Newsletter

MW 0091

Hi,

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Thanks for feedback and ignore the 3rd page that may be hanging out on there,

Sheryl

mattwinkel@outlook.com

From: Matt Winkel
Sent: Tuesday, May 14, 2019 4:34 PM
To: sherbre@frontier.com
Subject: RE: Draft of June Utility Newsletter

Thanks Sheryl!

Matt

From: sherbre@frontier.com <sherbre@frontier.com>
Sent: Tuesday, May 14, 2019 11:59 AM
To: Matt Winkel <mattwinkel@outlook.com>
Subject: Re: Draft of June Utility Newsletter

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Thanks for all of you work on this!

Matt

MW 0093

From: sherbre@frontier.com <sherbre@frontier.com>

Sent: Monday, May 13, 2019 3:10 PM

To: Matt Winkel <mattwinkel@outlook.com>; M. O'Dea <me_odea@hotmail.com>

Subject: Draft of June Utility Newsletter

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The June newsletter is about the Utilities Commission's recommendations to the Mayor and City Council. In the interest of using the limited space we have in the newsletter, I tried to keep the article confined to the main points of the recommendation. I also included a small article about the

4 I&I priorities because I promised I would do this in the last newsletter. I'll have to locate these and report those locations in the next newsletter.

Also, I think the Mayor and Council are going to address these recommendations at their June meeting—at least, that's what I was told. However, if either of you have more recent info on that, let me know. Also, if we have an update from the Mayor or Council about this issue, I'll edit that in. My deadline for this to be in Beth's hands is May 23. I can copy this version, with any edits you send me, for the Utilities Commission meeting on May 15.

If you think this is too soon to inform the public about the issue (although, after the recent meetings about it, I think a large section of the public knows) I can change the entire thing. I might or might not have copies of that version at the meeting on Wednesday this week.

Thanks for feedback and ignore the 3rd page that may be hanging out on there,

Sheryl

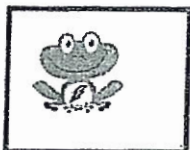
mattwinkel@outlook.com

From: sherbre@frontier.com
Sent: Wednesday, May 15, 2019 1:02 PM
To: Matt Winkel; M. O'Dea
Subject: New version of Utility Newsletter
Attachments: June 2019 Newsletter copy pdf.pdf

Hi,
Here's the latest version and the one I'm distributing at the meeting today. (as a draft). My deadline is still May 23 so I can edit it further if necessary.

Wow, Beth sure did give us a load of time to read the documentation for today's meeting--a whole day or less.

Sheryl



Your Utility Company Newsletter

Main Points From the Utilities Committee Recommendation to the Mayor and City Council¹

- * City staff, engineers, and consultants have recommended that certain water and sewer system expenditures and improvements are necessary to continue properly operating and maintaining those utility systems.
- * Upon review of the proposed fiscal year 2019-2020 City of Bandon Budget, the Utilities Commission has found that current water and sewer utility rates and revenues are projected to be insufficient to generate the revenue necessary to continue operating, maintaining, and improving those utility systems.
- * Prior to the proposed 2019-2020 Budget presentation, the Utilities Commission was not aware of the Water, Water Plant Improvement Fund, and Sewer Fund shortfalls or current cash balances.
- * After considering the needs and projected revenues for the water and sewer systems, the Utilities Commission recommends that the Mayor and City Council immediately declare that an emergency exists in the proposed fiscal year 2019-2020 water and sewer utility system budgets.
- * It is recommended that, to address the emergency; to help protect the health, safety, economic, and general welfare of existing and future citizens, visitors, and utility customers of the City of Bandon; to help provide an adequate supply of high quality, safe water for drinking, fire protection, commercial, and other domestic uses; to help ensure adequate and safe sewage treatment and effluent discharge; and to help keep future water and sewer and property tax rates as low as possible, the Utilities Commission hereby recommends that the Mayor and City Council take the following actions:
 - * 1. Institute one-year emergency water and sewer rate increases for fiscal year 2019-2020 in amounts necessary to generate sufficient revenues to cover all of the water and sewer system operation and maintenance expenses. The proposed fiscal year 2019-2020 Budget currently projects shortfalls of approximately \$160,000 in the Water Fund and \$222,000 in the Sewer Fund. Based on the revenues currently projected in the proposed Budget, plus 5% for contingencies, generating sufficient revenues to cover these shortfalls would require a water rate increase of approximately 21% and a sewer rate increase of approximately 28%.
 - * 2. Include the expenditure of \$25,000 from the Water Plant Improvement Fund for the following capital improvement project: 2 million gallon treated water storage tank seismic protection valves;
 - * 3. Include in the fiscal year 2019-2020 Budget and Capital Improvement Plan the expenditure of \$1,000,000 from the Water SDC Improvement Fund for the following projects: Re-painting and corrosion repair on the 1MG and 2MG treated water storage tanks (\$500,000); and Emergency back-up generators for the water treatment plant (\$500,000);
 - * 4. Initiate negotiations with private and public financial institutions, lenders, and bond counsel to determine the amount, costs, and terms of loans and grants that may be available for providing \$4,400,000 to finance the following water and sewer system capital improvements: Wastewater

¹ Approved by the Utilities Commission on April 24, 2019.

Treatment Plant headworks upgrade (\$450,000); Replacement of the Fillmore Avenue pump station (\$1,600,000); Wastewater Treatment Plant ultraviolet system improvements (\$100,000); 2017-2018 I&I Study Projects #4, #5, #9, and #11 (\$1,300,000); Water Plant Replacement Clarifier (\$950,000);

- * 5. Include in the fiscal year 2019-2020 Budget and Capital Improvement Plan, and place before the voters at the November 5, 2019, general election, the matter of a general obligation bond which, in combination with any grant funds which may be available, will provide \$4,400,000 in net proceeds to finance the water and sewer system improvements in Item 4 above. Adding 10% for bond issuance, bond counsel, and underwriters costs, contingencies, etc., and assuming no outside grant funding, it is estimated that repayment of a 20-year bond in the amount of \$4,840,000, at a %5 annual interest rate, would require property tax assessments in the range of \$0.79 per \$1,000 assessed valuation, based on the 2018-2019 / City assessed valuation of \$490,3721,860. If the proposed general obligation bond for water and sewer system improvements is not approved by the voters then it is recommended that sewer and water revenue bonds be issued to cover those costs, which would require an additional estimated 20-year emergency water rate increase in the range of 11%, and sewer rate increase in the range of 37%, to cover the annual payments necessary to service the debt on that revenue bond.
- * And, it is further recommended that the Mayor and City Council continue to monitor the financial condition and needs of the water, sewer, and electric utilities, and determine annually whether an emergency exists in those municipal utilities; and determine whether subsequent annual emergency utility rate increases and actions are necessary to meet the future operation, maintenance, and capital improvement needs of those utilities.
- * And, it is further recommended that the Mayor and City Council place before Bandon voters at the next possible and appropriate election the matter of amending the Bandon City Charter to restore **permanent** utility rate setting authority to the Mayor and City Council.

This recommendation has been discussed with the Budget Committee and will be considered by the Mayor and City Council at their June City Council Meeting.

2017-2018 I&I Study Projects

#4 Manhole 10-1 to Manhole 8-10. Collection Lines/Manholes (active infiltration in manhole channel)

#5 Manhole 16 to Manhole 14. Collection Lines/Manholes (active infiltration in manhole channel)

#9 Manhole 12-12 to Manhole 12-11, and Manhole 12-17 to Manhole 12-15. Collection Lines/Manholes (active infiltration, weeping base and bottom ring)

#11 Manhole Rehabilitation.

11 projects were recommended in the Inflow and Infiltration Study, to reduce inflow and infiltration into the City's Sewer Plant. The 4 projects above were the highest priority and should be completed first.

mattwinkel@outlook.com

From: sherbre@frontier.com
Sent: Wednesday, May 15, 2019 1:23 PM
To: Matt Winkel; M. O'Dea
Subject: Correction
Attachments: June 2019 Newsletter copy 3 pdf.pdf

Hi,

The correct draft is below. Changed the title to make it correct. WTF.

Sheryl



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