



"Improving the quality of life in rural communities"

Ohio Rural Community Assistance Program

Technical Assistance and Services for Small Communities

Presented by Bud Mason, RCAP

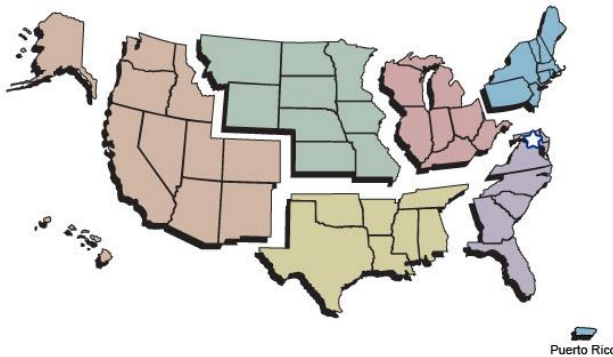
OTCO Compliance Workshop 10/18/2016

Ohio RCAP



"Improving the quality of life in rural communities"

Part of a national non-profit organization to help rural communities



Ohio RCAP Funded By



Division of Drinking and Ground Waters



Project Development

Management & Finance

Energy / Water Audits

Rate Analysis

Asset Management

CMOM Planning

Training for Local Officials

GIS Data Collection & Mapping

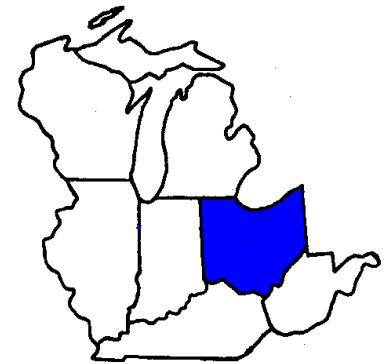
Environmental Reports

Grant Writing & Administration

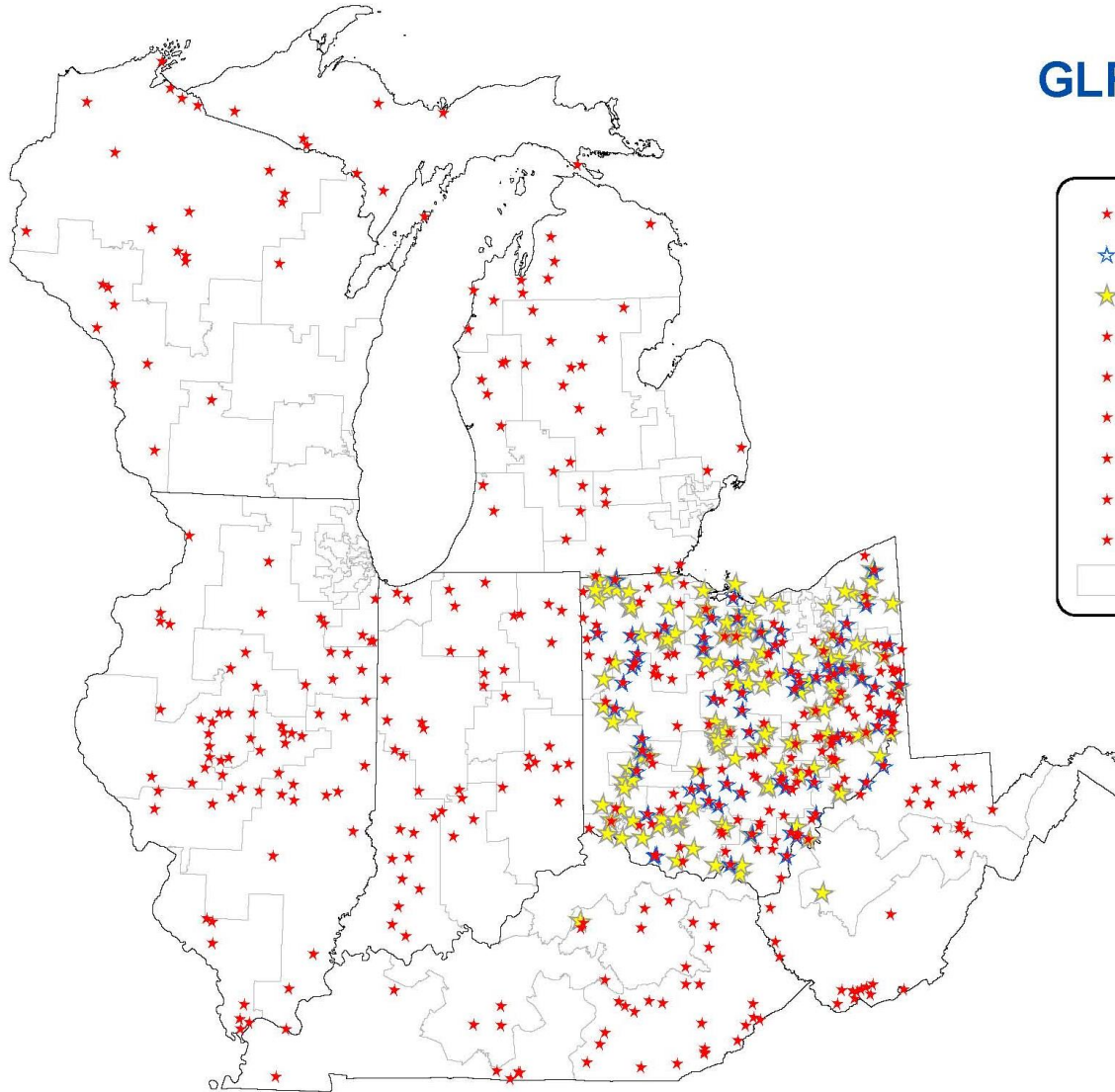
Community Planning: Land Use, Economic Development, Downtown Revitalization

What is RCAP?

- The **Rural Community Assistance Partnership (RCAP)** is a national, non-profit organization - provides technical assistance and training on water, wastewater, & other community development issues.
- Field staff serving all 50 states and Puerto Rico
- Ohio RCAP is part of the Great Lakes RCAP region. Great Lakes RCAP is administered by the WSOS Community Action Commission, Inc., a 501(c)3 non-profit agency in Fremont, Ohio.



Great Lakes RCAP Projects



GLRCAP Projects

- ★ Ohio (196)
- ★ HHS & Technitrain (64)
- ★ Board Training (152)
- ★ Illinois (70)
- ★ Kentucky (57)
- ★ Michigan (48)
- ★ Indiana (47)
- ★ West Virginia (37)
- ★ Wisconsin (25)
- Congressional Districts (76)



RCAP works with utilities to build *technical, managerial,* and *financial capacity* to construct and operate water and sewer infrastructure.

Ohio RCAP *partners*

Federal

- ✓ USDA Rural Development & Rural Housing Service
- ✓ US Environmental Protection Agency
- ✓ Department of Health and Human Services
- ✓ Housing & Urban Development (HUD)

State

- ✓ Ohio Water Development Authority
- ✓ Ohio EPA
- ✓ Ohio Public Works Commission
- ✓ Ohio Development Services Agency
- ✓ Appalachian Regional Commission Development Districts

Grant Funded and Low Cost Services for Small Towns/Rural W&S Districts

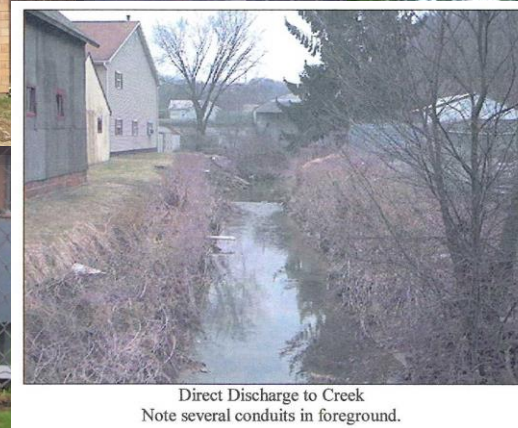


- Many services offered at no cost to communities.
- Enrollment based on project type, community size, median income and other factors.
- Majority of client communities receive services at no cost. Many hire us to perform additional services not covered by grants.

Water and Wastewater

RCAP mission is to “**Assist rural people to improve the quality of life in their communities.**”

Traditionally, our focus and funding has been assisting communities with their water and sewer infrastructure needs.



Direct Discharge to Creek
Note several conduits in foreground.



Who do we serve?

Priority for grant-funded services is communities under 3,000 population.

Work with client communities 'as long as it takes' to bring a project to fruition.

Provide guidance and coordination through project planning and funding process.



How do we help?

- Project planning
- Project funding
- Financial management
- Asset management program development
- Improve operational efficiencies
- Governing board and staff training
- Facilitate shared services agreements
- Mediate community disputes

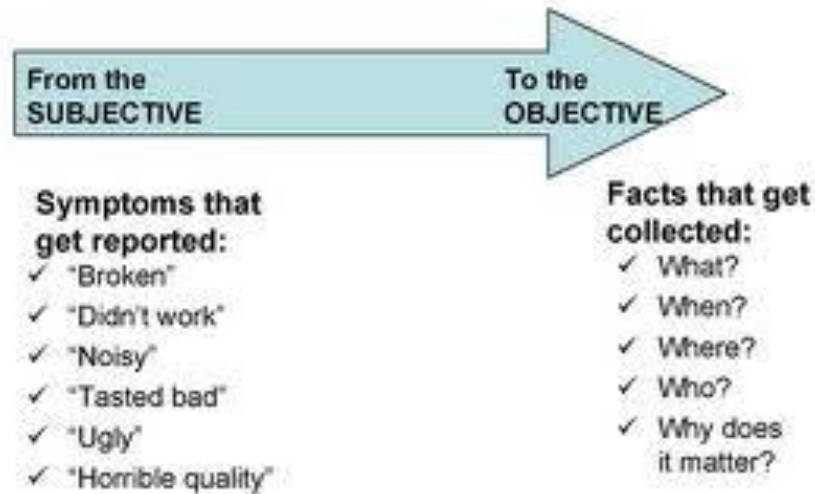


Project Development



Defining the Problem


Evolution of a Problem Statement



Needs Assessment



Develop a Funding Strategy

	FUNDING SCENARIOS							
	Project:	Smalltown, OH Sewer Project				Date:	July 1, 2010	
	Scenario	Scenario	Scenario	Scenario	Scenario	Scenario	Scenario	
	1	2	3	4	5	6	7	
CUSTOMERS (EDU)	100	100	100	100	100	100	100	
TOTAL PROJECT COST	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,040,000	\$ 1,000,000	\$ 1,010,000	
TOTAL ANNUAL OMR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
FINANCING								
ARC Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	
Army Corps or STAG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
CDBG W&S Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	
CDBG Formula Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
OPWC Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	
OPWC Credit Enh (Interest)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
USDA Grant	\$ -	\$ -	\$ -	\$ -	\$ 312,000	\$ -	\$ -	
Local Funds (Cash, Tap Fees, Etc.)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	
OWDA Market	20	4.33%	\$ 1,003,500	\$ -	\$ -	\$ -	\$ -	
OEPA WPCLF	20	0.00%	\$ -	\$ 1,003,500	\$ -	\$ -	\$ -	
OPWC Loan	30	0.00%	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	
OWDA Community Asst	30	1.50%	\$ -	\$ -	\$ -	\$ 1,003,500	\$ 360,000	
USDA Loan	40	2.50%	\$ -	\$ -	\$ -	\$ 728,000	\$ -	
Total Financing			\$ 1,003,500	\$ 1,003,500	\$ 1,000,000	\$ 1,003,500	\$ 1,040,000	
ANNUAL DEBT								
Annual Private Bank Payment	\$ 76,013	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Annual Ohio EPA Payment	\$ -	\$ 50,175	\$ -	\$ -	\$ -	\$ -	\$ -	
Annual OPWC Payment	\$ -	\$ -	\$ 33,333	\$ -	\$ -	\$ -	\$ -	
Annual OWDA Payment	\$ -	\$ -	\$ -	\$ 41,785	\$ -	\$ -	\$ 14,990	
Annual USDA Payment	\$ -	\$ -	\$ -	\$ -	\$ 29,001	\$ -	\$ -	
USDA Reserve	\$ -	\$ -	\$ -	\$ -	\$ 2,900	\$ -	\$ -	
ANNUAL DEBT & OMR	\$ 76,013	\$ 50,175	\$ 33,333	\$ 41,785	\$ 31,901	\$ -	\$ 14,990	
Total Future Av. Mo. Cost Per Customer	\$ 63.34	\$ 41.81	\$ 27.78	\$ 34.82	\$ 26.58	\$ -	\$ 12.49	
Total Private Bank Payback	\$ 1,520,260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Ohio EPA Payback	\$ -	\$ 1,003,500	\$ -	\$ -	\$ -	\$ -	\$ -	
Total OPWC Payback	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	
Total OWDA Payback	\$ -	\$ -	\$ -	\$ 1,253,548	\$ -	\$ -	\$ 449,703	
Total USDA Payback	\$ -	\$ -	\$ -	\$ -	\$ 1,160,031	\$ -	\$ -	

*Blue font indicates formula cell.

** Loan terms and interest rates can be changed and payments/payback will change accordingly.

*** Please note that OWDA's loan fee is included where applicable. For OWDA and WPCLF loans, a 0.35% fee is charged.

The WPCLF Loan Fee for \$ 1,000,000 is \$ 3,500

Prioritize Needs



Project Team



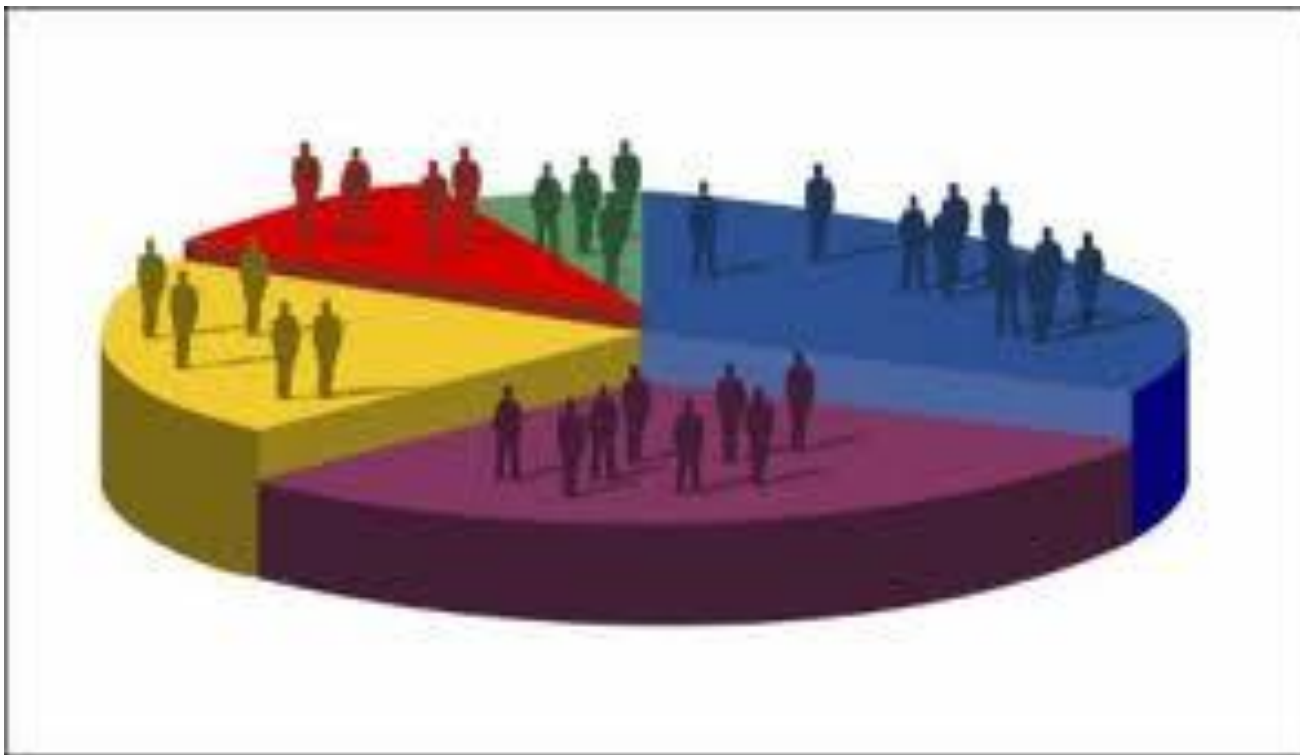
Develop a Schedule



Tasks



Service Area & Demographics



Document Health Hazards



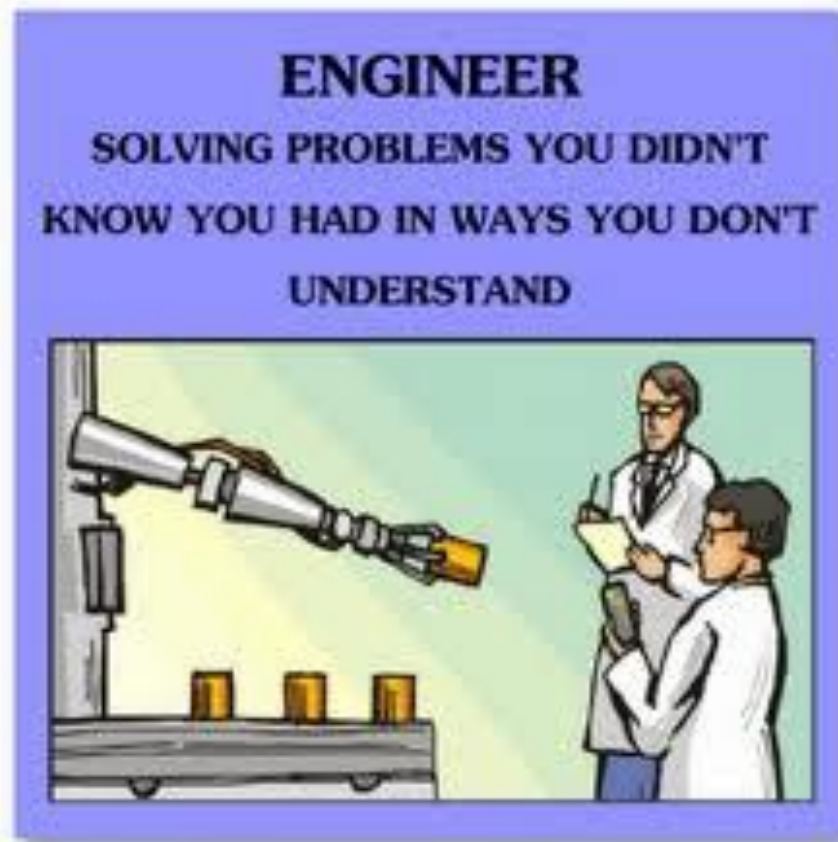
Project Manual



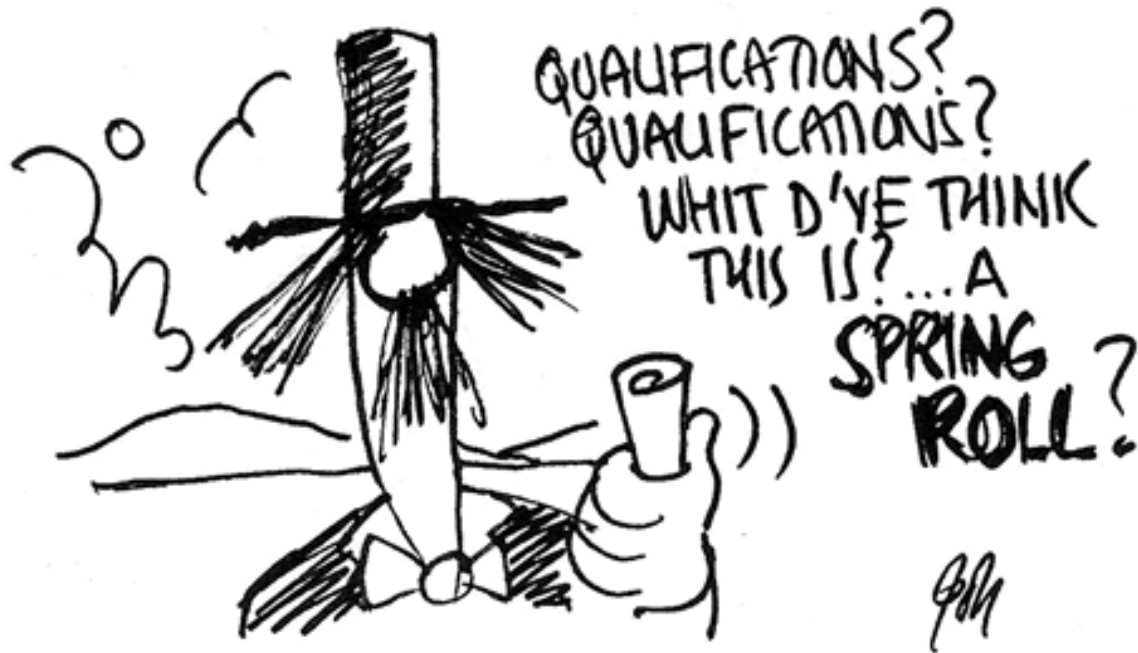
Project Files



Hiring an Engineer



Qualification Based Selection



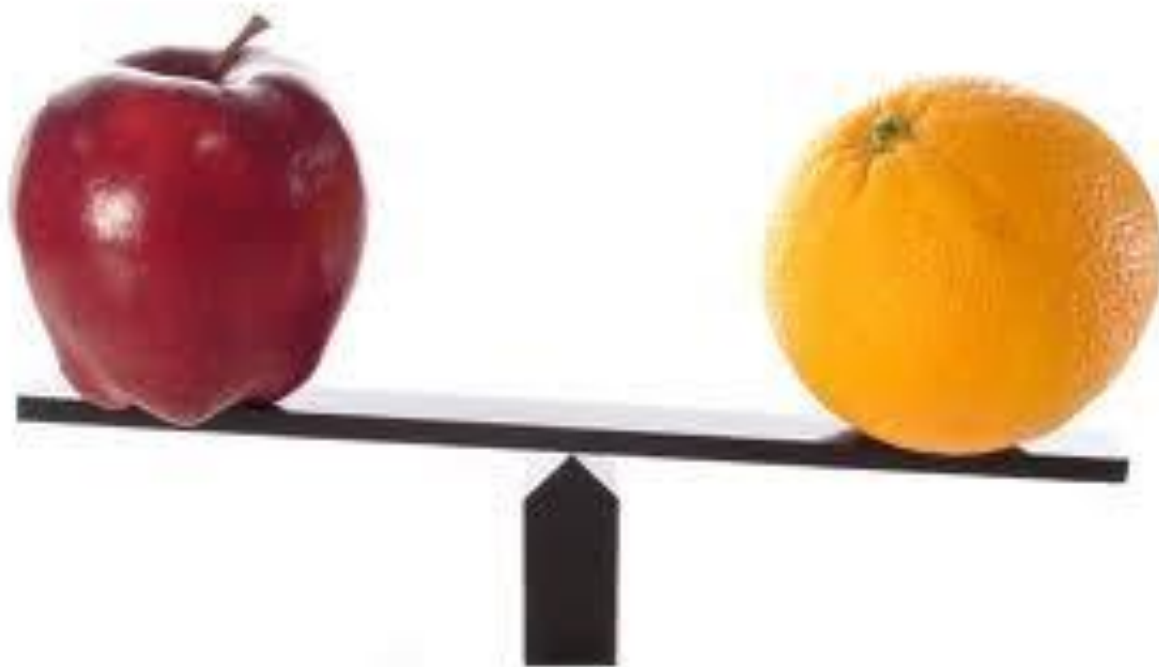
Develop a Request for Qualifications



Selection Committee



Review & Rate



Interview



Negotiate



Alternatives & Costs



Affordability



"IF YOU HAVE
TO ASK
HOW MUCH
IT COSTS,
YOU
CAN'T
AFFORD IT."

JOHN PIERPONT MORGAN (1837 - 1913)

© UNFINISHED POLIS

K.I.S.S.



Facility Development

- Coordination/facilitation among community, funders, regulators, consultants
- Develop financing plan and write grant & loan applications for funding
- Conduct appropriate public hearing and meetings
- Prepare Capacity Assurance Plans
- Administration of grants*
- EAs*



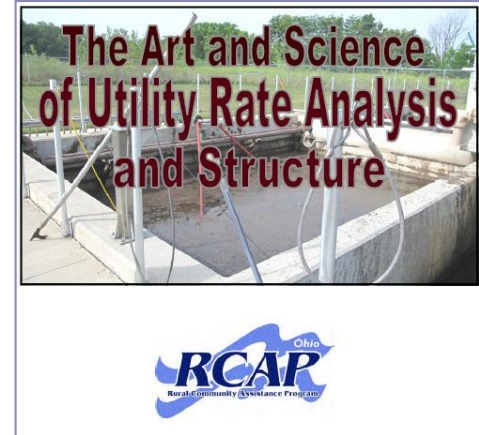
Case Study: Buckland

New Sewer Facilities

- Improperly Functioning Onsite Systems (F&Os)
- Illegal Discharge to Surface Waters
- Gravity Collection, Lagoon Treatment, 1 Pump Station
- Around 96 Connections
- 82% Grant & OEPA PF
(OPWC & CDBG)/18% Loan
0% OEPA 20 yr Loan/1.5% OWDA
30 yr
- TPC \$2,484,152/\$4,639 Loan Cost Per Connection
- New Rates Estimated at \$45.00



Financial Management



- Assist with the development and implementation of billing policies and procedures
- Perform Utility Rate Studies
- Help develop strategies, policies and legislation to ***reduce delinquent accounts***
- Assist in completing financial reports to funders

Utility Rate & Structure Analysis



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Evaluation of expenses and revenues

Development of budgets and projections

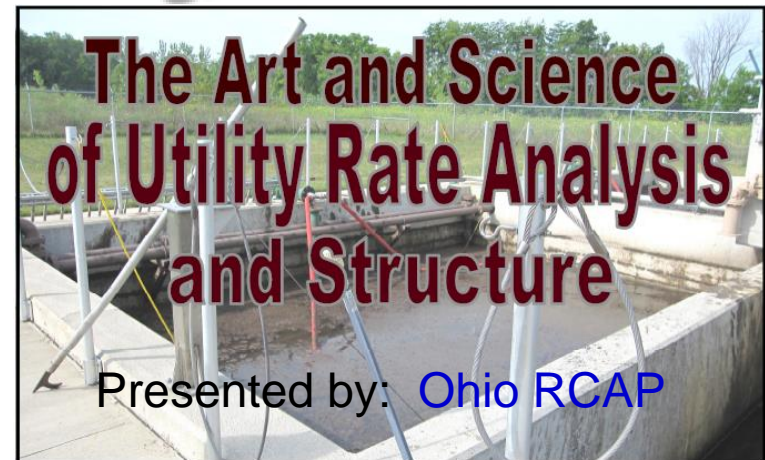
Review of fund balances and projections for reserve

Recommendations for rate change

Evaluation of rate affordability

Short course board training

**RCAP Wrote
the Book!**



Sample Rate Study Analysis



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Water 5 year Budget History/Projection: Recommended

	2011	2012	2013	2014	2015	Typical Year		2017	2018	2019	2020	2021
Rates as % of MHI (\$24,784 - 2014 ACS) @ 4,500 gallons per month					2.17%		Considered affordable at 1.1% to 1.5%	2.24%	2.30%	2.37%	2.44%	2.52%
					44.84			46.19	47.57	49.00	50.47	51.98
							*3% increase 2017 & after					
REVENUE												
Charges for Services	\$1,411,611	\$1,161,006	\$2,898,174	\$1,618,437	\$1,437,121	\$1,277,885	Averaged 5 years	\$1,316,222	\$1,355,708	\$1,396,379	\$1,438,271	\$1,481,419
Other Operating Receipts	50	50	50	50	50	50	minus grant/loan funds received	50	50	50	50	50
Total Operating Fund	\$1,411,611	\$1,161,006	\$2,898,174	\$1,618,437	\$1,437,121	\$1,277,885		\$1,316,222	\$1,355,708	\$1,396,379	\$1,438,271	\$1,481,419
Total Operating Income	\$1,411,611	\$1,161,006	\$2,898,174	\$1,618,437	\$1,437,121	\$1,277,885		\$1,316,222	\$1,355,708	\$1,396,379	\$1,438,271	\$1,481,419
EXPENSES												
Operating Expenses												
Personnel Admin/BPA	\$1,800	\$1,500	\$22,632	\$23,402	\$25,811	\$25,811	*Used 2015 Actuals	\$26,585	\$27,383	\$28,204	\$29,051	\$29,922
Full Time Wages	\$263,396	\$240,137	\$244,935	\$259,006	\$238,784	\$238,784	for operating costs	\$245,848	\$253,326	\$260,926	\$268,753	\$276,816
Part Time Wages	\$10,963	\$24,300	\$53,265	\$101,296	\$108,454	\$108,454	* Then added 3%	\$111,708	\$115,059	\$118,511	\$122,066	\$125,728
Pumpers Salary	\$6,586	\$6,087	\$6,206	\$6,494	\$7,309	\$7,309	inflationary increases	\$7,528	\$7,754	\$7,987	\$8,226	\$8,473
Overtime	\$25,511	\$37,914	\$40,140	\$41,663	\$37,279	\$37,279	annually	\$38,397	\$39,549	\$40,736	\$41,958	\$43,217
	\$318,256	\$309,938	\$367,178	\$431,881	\$417,637	\$417,637		\$430,166	\$443,071	\$456,363	\$470,054	\$484,156
PERS	\$46,758	\$41,586	\$44,653	\$54,971	\$52,469	\$52,469		\$54,043	\$55,664	\$57,334	\$59,054	\$60,826
Workers Comp	\$13,128	\$16,677	\$10,816	\$10,740	\$13,163	\$13,163		\$13,558	\$13,965	\$14,384	\$14,815	\$15,260
Medical	\$138,596	\$140,588	\$180,283	\$161,994	\$111,241	\$111,241		\$114,578	\$118,016	\$121,556	\$125,203	\$128,959
Life Insurance	\$4,959	\$1,306	\$2,451	\$2,311	\$2,327	\$2,327		\$2,397	\$2,469	\$2,543	\$2,619	\$2,698
Unemployment	50	50	50	50	\$3,886	\$3,886		\$4,003	\$4,123	\$4,246	\$4,374	\$4,505
Medicare	\$4,253	\$4,002	\$4,800	\$6,256	\$6,030	\$6,030		\$6,211	\$6,397	\$6,589	\$6,787	\$6,990
Dental	\$1,575	\$4,577	\$4,011	\$3,854	\$3,409	\$3,409		\$3,511	\$3,617	\$3,725	\$3,837	\$3,952
	\$209,269	\$208,736	\$247,014	\$240,126	\$192,525	\$192,525		\$198,301	\$204,250	\$210,377	\$216,689	\$223,189
Tech Supervisor (contracted cert operator)	\$40,044	\$45,540	\$47,735	\$64,805	\$62,160	\$62,160		\$62,160	\$64,025	\$65,946	\$67,924	\$69,962
Contract Supervisor	50	\$8,313	\$1,130	50	50	50		50	50	50	50	50
	\$40,044	\$53,853	\$48,865	\$64,805	\$62,160	\$62,160		\$62,160	\$64,025	\$65,946	\$67,924	\$69,962
Subtotal Personnel/Fringes/Contract Labor	\$567,569	\$572,527	\$663,057	\$736,812	\$672,322	\$672,322		\$690,627	\$711,346	\$732,686	\$754,667	\$777,307
Communications	\$8,167	\$6,598	\$7,999	\$8,188	\$7,537	\$7,537		\$7,763	\$7,996	\$8,236	\$8,483	\$8,737
Accounting/Auditing	\$9,488	\$15,362	\$11,750	\$2,197	\$2,200	\$2,200		\$2,266	\$2,334	\$2,404	\$2,476	\$2,550
Insurance (vehicle & general)	\$25,753	\$25,755	\$27,467	\$29,261	\$23,764	\$23,764		\$24,477	\$25,211	\$25,968	\$26,747	\$27,549
Utilities (heating & treatment)	\$97,047	\$81,381	\$107,102	\$162,037	\$129,951	\$129,951		\$133,850	\$137,885	\$142,001	\$146,261	\$150,649
Chemicals	\$103,382	\$72,614	\$83,314	\$86,727	\$63,840	\$63,840		\$65,755	\$67,728	\$69,760	\$71,852	\$74,008
Equipment Maintenance	\$6,260	\$1,990	50	50	50	50		50	50	50	50	50
Facility Maintenance	\$19,089	\$22,382	\$25,459	\$20,806	\$1,838	\$1,838		\$1,893	\$1,950	\$2,008	\$2,069	\$2,131
Gas/Oil	\$10,158	\$10,375	\$10,303	\$10,531	\$7,744	\$7,744		\$7,976	\$8,216	\$8,462	\$8,716	\$8,977
Vehicle Parts/Supplies	\$14,556	\$24,425	\$19,366	\$19,782	\$12,415	\$12,415		\$12,787	\$13,171	\$13,566	\$13,973	\$14,392
Meters	\$5,586	\$12,107	\$17,938	\$45,862	\$13,789	\$13,789		\$14,203	\$14,629	\$15,068	\$15,520	\$15,985
Sludge	\$23,750	\$31,500	\$22,890	\$15,645	\$17,505	\$17,505		\$18,030	\$18,571	\$19,128	\$19,702	\$20,293
Charge Backs (indirect charges)	\$48,000	\$48,000	\$48,000	\$30,000	50	\$30,000		\$30,900	\$31,827	\$32,782	\$33,765	\$34,778
Infrastructure Improvement	\$17,126	\$43,714	\$138,557	\$112,199	\$70,974	\$70,974		\$73,103	\$75,296	\$77,555	\$79,882	\$82,278
VA Other	\$1,243	50	\$936	\$315	\$101	\$101		\$104	\$107	\$110	\$114	\$117
Other (includes maintenance, postage, office expenses, permits etc.)	\$240,901	\$153,113	\$206,248	\$195,108	\$155,839	\$155,839		\$160,514	\$165,330	\$170,289	\$175,398	\$180,660
Subtotal Nonpersonnel Operating Expenses	\$630,506	\$549,316	\$727,329	\$738,658	\$507,497	\$537,497		\$553,622	\$570,231	\$587,337	\$604,958	\$623,106
Total Operating Expenses	\$1,198,075	\$1,121,843	\$1,390,386	\$1,475,470	\$1,179,819	\$1,209,819		\$1,244,249	\$1,281,576	\$1,320,024	\$1,359,624	\$1,400,413

Management & Operations



- Assist with the development and implementation of **operating** policies and procedures
- Clearinghouse for sample rules, ordinances and resolutions
- Asset Management Plan Preparation*
- GIS Mapping/Inventory Development*
- Energy Audits*

Energy Audits to Save Money



"Improving the quality of life in rural communities"



General Facilities & Buildings

Water Treatment Facilities

Wastewater Facilities

Ohio RCAP's licensed professional engineer is one of the leading experts in the country for small water and sewer utility energy audits.

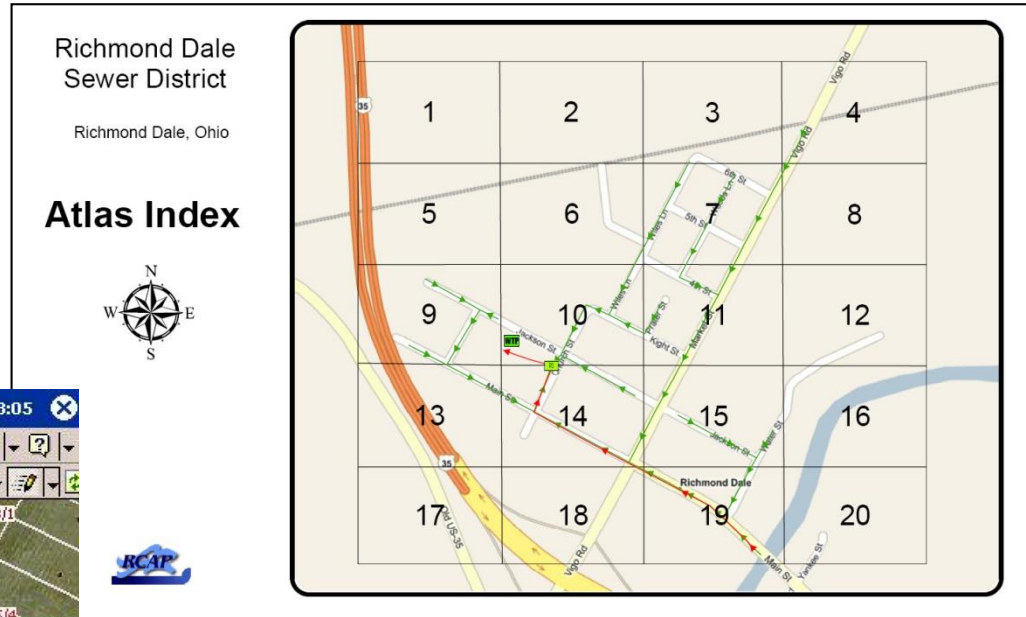
- Analyze opportunities to conserve energy through changes, modifications, or upgrades to equipment and operations.
- End result is often significant energy and budget cost reduction opportunities.
- We have seen potential savings from 6% to 60%, with just over 25% being the average.

The RCAP GIS Team



"Improving the quality of life in rural communities"

RCAP is pleased to now offer GPS Data Collection and GIS Mapping



Sample Inventory



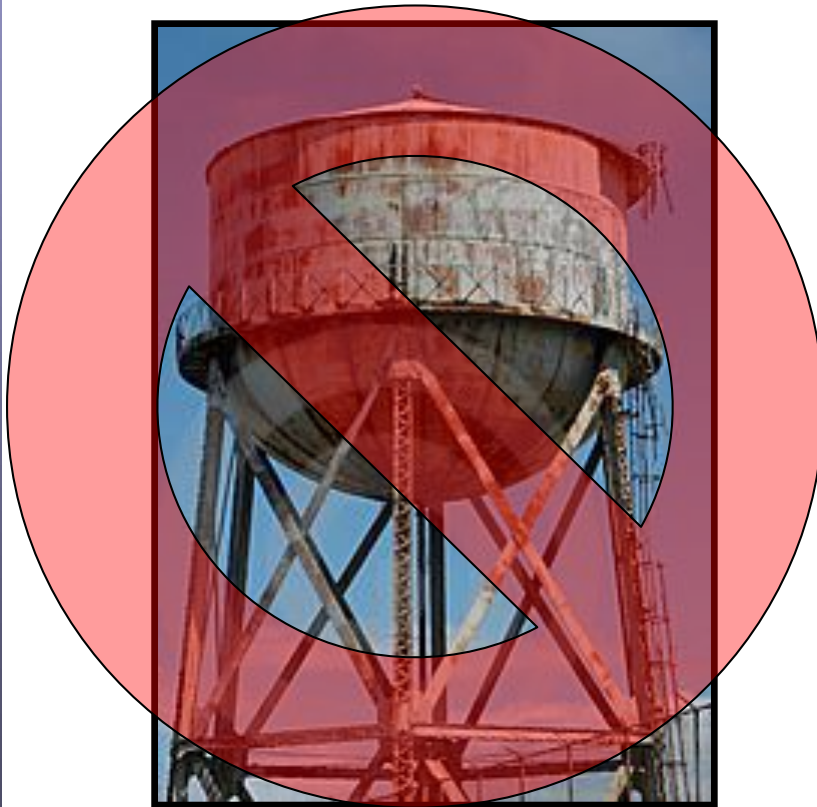
"Improving the quality of life in rural communities"

Manholes

AssetName*	Location*	AssetCategory*	AssetMaterial	Condition*	AssetStatus*	InstallationDate*	ExpectedUsefulLife*	Replacement Costs	Rehabilitation Costs (Relining)	Map Book	Notes
BS2anMH1	FRANKLIN 112	Collection	Assuming Brick	Good	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	4	
BS2anMH2	W PROSPECT 40	Collection	Assuming Brick	Fair	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	4	SQUARE MH
BS2anMH2	W PROSPECT 7	Collection	Assuming Brick	Fair	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	4	
BS2anMH4	W PROSPECT 30	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	4	IN CREEK
BS2anMH4	W PROSPECT 30	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	4	BURIED
BS2anMH26	FREDERICK / OVERBROOK	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	4	IN CREEK
BS2anMH25	FREDERICK 8	Collection	Assuming Brick	Fair	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	4	
BS2anAbP2anMH02	DRIGGS 26	Collection	Assuming Brick	Poor	Not in Use - Abandoned	01/01/1941					4 ABANDONED
BS2anMH37	ALEXANDER 4	Collection	Assuming Brick	Fair	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	4	
BS2anMH36	ALEXANDER 12	Collection	Assuming Brick	Fair	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	4	
BS2anMH38	OVERBROOK	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	4	IN CREEK
BS2anAbP2anMH03	OVERBROOK	Collection	Assuming Brick	Poor	Not in Use - Abandoned	01/01/1941					4 ABANDONED
BS2anAbP2anMH04	OVERBROOK	Collection	Assuming Brick	Poor	Not in Use - Abandoned	01/01/1941					4 ABANDONED
BS2anMH53	SR 40	Collection	Assuming Brick	Poor	Active	01/01/1961	150.0	\$5,000.00	\$3,000.00	5	IN CREEK
BS2anAbP2anMH01	OVERBROOK / PROSPECT	Collection	Assuming Brick	Poor	Not in Use - Abandoned	01/01/1941					4 ABANDONED
BS2anMH7	OVERBROOK	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	1	BURIED
BS2anMH8	OVERBROOK	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	4	BURIED
BS2anMH10	ELM 14	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	2	BURIED
BS2anMH11	CENTER LN	Collection	Assuming Brick	Fair	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	5	
BS2anMH28	BROOKSIDE / DRIGGS	Collection	Assuming Concrete	Good	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	5	
BS2anMH27	DRIGGS 15	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	5	Vented Lid
BS2anMH43	SR 40 / BROOKSIDE	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	5	Vented Lid
BS2anMH45	SR 40 896	Collection	Assuming Concrete	Fair	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	5	DIDNT OPEN
BS2anMH46	SR 40 / WALNUT	Collection	Assuming Concrete	Fair	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	6	DIDNT OPEN
BS2anMH47	SR 40 892	Collection	Assuming Concrete	Fair	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	6	DIDNT OPEN
BS2anMH48	SR 40 / PATTERSON	Collection	Assuming Concrete	Fair	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	6	
BS2anMH49	PATTERSON / SR 40	Collection	Assuming Concrete	Fair	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	6	
BS2anMH51	PATTERSON	Collection	Assuming Concrete	Fair	Active	01/01/1961	150.0	\$5,000.00	\$3,000.00	6	
BS2anMH22	PATTERSON / CHESTNUT	Collection	Assuming Concrete	Good	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	6	
BS2anMH32	LOCUST / CHESTNUT	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	6	BURIED
BS2anMH17	LOCUST 13	Collection	Assuming Concrete	Good	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	6	
BS2anMH31	CHESTNUT 10	Collection	Assuming Concrete	Fair	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	6	
BS2anMH16	POPLAR 2	Collection	Assuming Concrete	Fair	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	6	
BS2anMH12	BROOKSIDE / POPLAR	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	5	PAVED OVER MH OR CO
BS2anMH13	POPLAR 14	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	5	BURIED
BS2anMH52	SR 40	Collection	Assuming Concrete	Fair	Active	01/01/1961	150.0	\$5,000.00	\$3,000.00	5	BEHIND RESTAURANT
BS2anMH21	PATTERSON	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	6	Vented Lid
BS2anMH20	PATTERSON	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	6	FULL SEDIMENT / Vented Lid
BS2anMH19	PATTERSON	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	3	FULL SEDIMENT / Vented Lid
BS2anMH18	PATTERSON 13	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	3	BURIED PARTIALLY / Vented Lid
BS2anMH30	CHESTNUT 24	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	5	BURIED
BS2anMH42	BROOKSIDE	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	5	BURIED
BS2anMH29	BROOKSIDE	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	5	BURIED
BS2anMH6	OVERBROOK 45	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	1	BURIED
BS2anMH15	POPLAR	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	5	BURIED
BS2anMH23	ROSS / BLUFF ALLEY	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	6	BURIED
BS2anMH53	NATIONAL RD	Collection	Assuming Concrete	Poor	Active	01/01/1961	150.0	\$5,000.00	\$3,000.00	5	BURIED
BS2anMH30	NATIONAL RD	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	6	BURIED
BS2anMH14	POPLAR	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	5	BURIED
BS2anMH9	ELM	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	1	BURIED
BS2anMH44	NATIONAL RD	Collection	Assuming Concrete	Poor	Active	01/01/1993	150.0	\$5,000.00	\$3,000.00	5	BURIED
BS2anMH54	NATIONAL / BASEBALL F	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	7	BURIED
BS2anMH24	ROCKWELL / ROSS	Collection	Assuming Brick	Poor	Active	01/01/1941	150.0	\$5,000.00	\$3,000.00	6	BURIED
								\$245,000.00	\$147,000.00		

Asset Management Plan Development

Minimize lifecycle cost through improved preventive maintenance and timely asset rehabilitation



CUPSS Check-Up Program for Small Systems Set-up | Switch Utility | Create User | Help | Exit

My Home My Inventory My O & M My Finances My Check-up My CUPSS Plan

Virginia Water Authority Asset Inventory

Print Worksheet | Example

Asset Name: Select Associated Asset:

Location: Select Associated Location: [Add]

Asset Category: Select Category: Asset Type: Select Asset Type:

Asset Status: Select Status:

Can this Asset be Repaired? Yes No

Can this asset be rehabilitated? Yes No

Condition: Select Condition Rating:

Criticality: Select Criticality Rating:

Redundancy: Select Redundancy:

Installation Date: Original Cost:

Expected Useful Life: Replacement Costs:

Routine Maintenance Cost: per/day

Optional Information [Review]

Frequency of Routine Maintenance: Daily Start Date:

Maintained According to Factory Recommendation

Model Number:

Manufacturer: Select Existing Manufacturer:

Supplier Name: Select Existing Supplier:

Address:

City, State, Zip: Select State:

Phone, Fax:

Notes:

Asset Risk Matrix

Click on an asset to see the risk information.

Medium Risk	High Risk
Low Risk	Medium Risk

Consequence of Failure

Probability of Failure

Inventoried Asset List

Source

- Well 1
- Well 2

Distribution System

- Valve 2
- Mechanical Valve

Pump

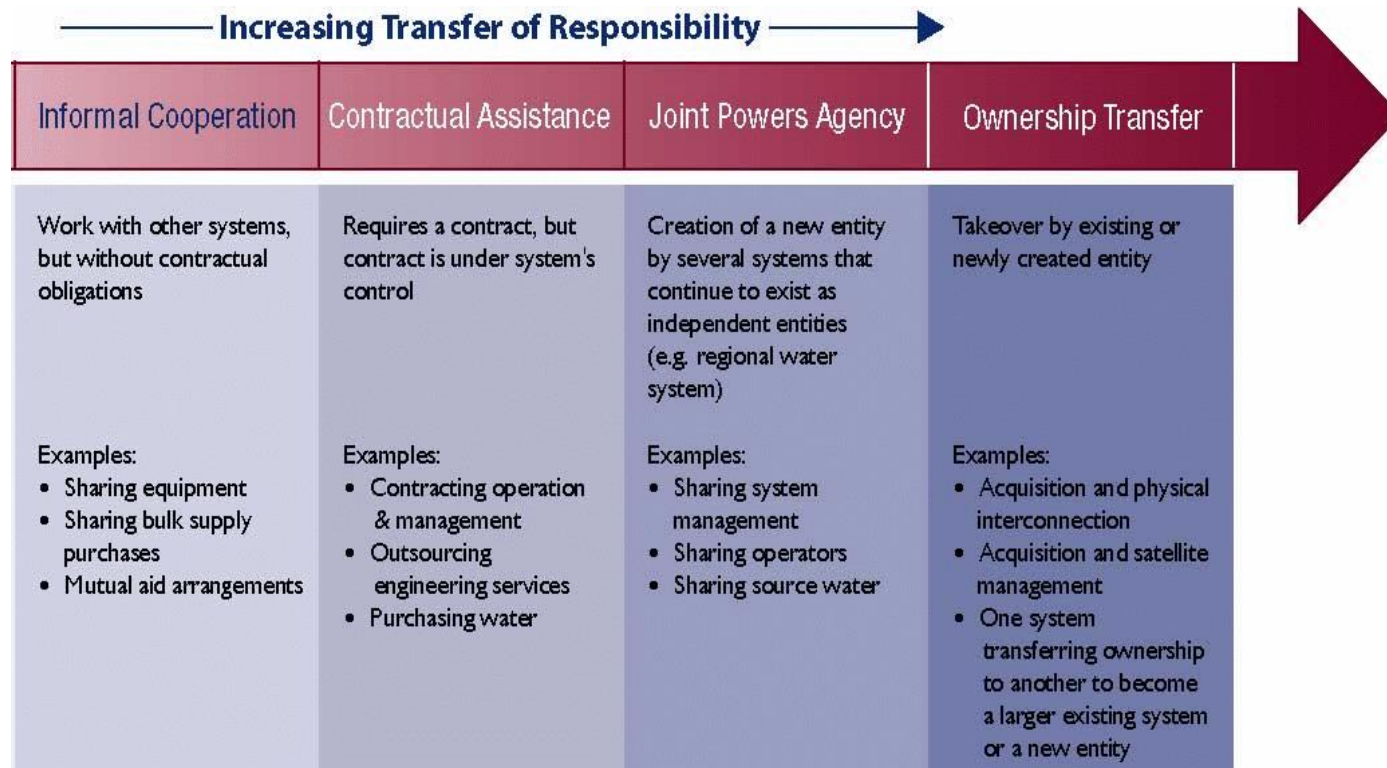
- Pump B
- Pump D

Building

- Building Facility

Sharing Services

The range of different types of partnerships



Shared Service Rutland & Meigs County



"Improving the quality of life in rural communities"



- **200 connections**
- **Pressurized collection system with failing grinder pumps.**
- **Unable to make debt payment (\$500,000 OWDA at 7.5%)**

Initial Recommendation

- Rate increase

Average Monthly Rates	Water	Sewer	Combined W & S bill
Was	\$25.00	\$35.50	60.50
Needed	\$62.10	\$72.45	134.55

- Median Household Income \$ 27,500

2000 Census

- Combined W&S bill is 5.9 % of MHI with Projected Increase

Timeline - Last 4 years



"Improving the quality of life in rural communities"

- Completed water and sewer rate analysis
- Negotiate debt restructure with OWDA. Agreed to waive prepayment penalties if change in ownership.
- Assisted County in formation of W&S District
- Drafted sales agreement between Rutland and W&S District
- Provided sample Rules & Regulations to the new W&S District

Timeline - Last 4 years



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- Completed loan and grant applications
- Conducted public information meetings
- Bulk water contract schedule to expire in May 2013 (RCAP facilitated negotiations with the water supplier)

Timeline - Current



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- Meigs County W&S District purchased water and sewer assets from the Village of Rutland.
- Transition Completed
 - Funding secured from OWDA to refinance Rutland's sewer debt
 - Grant funding secured to pay for GIS Mapping, Asset Management Planning & Sustainable Utility Rate Analysis
- New Operating Rules and Regulations
- RCAP developing an Asset Management Plan with GIS mapping and CMMS work orders system to improve utility system management. (Full implementation in 18 months)

Restructuring Results



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Before Restructuring

- \$500.000 @ 7 ½ %
- Overhead cost concentrated in 3 small village funds
- No cash reserves
- Grinder pumps failing with no replacement plan
- Poor payment history inhibits bulk water purchase contract renewal negotiations.
- System knowledge in operators head
- Rates out of control

After Restructuring

- \$500,000 @ 1 ½ %
- Overhead spread out over multiple funds with a 3 million budget
- Operating, emergency & capital reserves established
- Asset Management in process
- Rates stabilized

Cost Savings



"Improving the quality of life in rural communities"

- Debt Service reduced by \$16,000
- Operational savings of \$16,000
- Overhead cost reduced by \$16,000
- Total savings of \$48,000

Anticipated cost savings equal
20% of the annual budget.

Final Recommendation



"Improving the quality of life in rural communities"

We were able to stabilize rates with debt restructuring and Asset Management

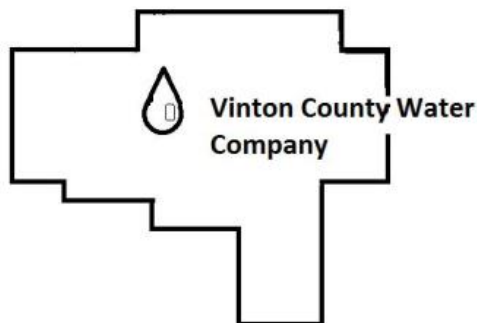
Average Monthly Rates	Water	Sewer	Combined W & S bill
Was	\$25.00	\$35.50	\$60.50
Rutland	\$62.10	\$72.45	\$134.55
County	\$30.50	\$29.50	\$60.00

Meigs County owns and operates the utilities

The Systems at a Glance

Vinton County Water Company

- Member owned Not -for-Profit
- Served a very rural area
- Served about 600 connections
- Distribution System bought treated surface water
- System is about 20 years old



Jackson County Water Company

- Member owned Not -for-Profit
- Serves a very rural area
- Serves about 6,000 connections
- Treats and distributes ground water (one part of system – purchased treated surface water)
- System is about 40 years old



20 Years of Partnering



"Improving the quality of life in rural communities"

Jackson
County
Water
Company
Starts selling
Water 1970

Jackson
begins
helping
Vinton
1992

Vinton gets
fined
disinfection
by products
rule 2007

ARRA
2009



Vinton
County
Water
Company
Starts
Selling
Water 1992

Vinton's
Operator
Quits 2007

Vinton
hires
Jackson to
operate
system
2008

Vinton
becomes
part of
Jackson
2009

Negotiating to Sell Vinton County Water



"Improving the quality of life in rural communities"



- Financed both Vinton County Water and Jackson County Water in the beginning
- Brought the two water systems together for some meetings to discuss a sale early on
- Payment problems / poor financial health



Negotiating to sell Vinton County Water



"Improving the quality of life in rural communities"

OhioEPA

- Could not keep operator
- High TTHMs exceeded MCLs (and no money to address problems)
- Board did not have training and experience to efficiently make operational decisions



Negotiating to sell Vinton County Water



- JCWC had been helping VCWC for over ten years - Learned the system
- Economies of scale for the new wells & treatment
- Fits within long term plan
- Fixed part of JCWC violations (G-Line)

Negotiating to sell Vinton County Water



"Improving the quality of life in rural communities"

- An INDEPENDENT view of all sides to the question.
 - RCAP completed a five year forecast and rate recommendations for Vinton County Water
 - Visioning session with the Board of Vinton County Water to look for alternative solutions
 - Worked with Jackson County Water to determine their needs.



Vinton County sells to Jackson County



"Improving the quality of life in rural communities"

The Results:

- Customers of both systems receive **reliable** service
- Both utilities are in **compliance**
- Rates are **affordable**
- Improved local buy in and stakeholder relations.
- Vinton County Water is more **sustainable**

Training

Council/Board Training

- ❖ 101 Utility Management
 - ❖ 201 Financial Management
- Available via classroom or online
- ❖ Budgeting & Rate Setting
 - ❖ Project Development
 - ❖ Asset Management
 - ❖ CMOM
 - ❖ GIS
 - ❖ Water Audits
 - ❖ Other Special Topics



The Big Guide for Small Systems:
A Resource for Board Members



Ohio RCAP
Rural Community Assistance Partnership

PROJECT DEVELOPMENT

A SHORT COURSE FOR
WATER & WASTEWATER
SYSTEM OWNERS

Sponsored by



OHIO WATER DEVELOPMENT AUTHORITY



an equal opportunity provider and employer

Community Development



The RCAP goal is to help **fill the gaps** in local services with affordable, effective, results-oriented assistance and to bring to the local community the specific services or planning products and processes that are most needed.

Community Development Services



"Improving the quality of life in rural communities"



- Transportation planning
- Land Use Planning
- Impediments to Fair Housing Reports
- Grant & resource searches
- Grant administration
- Meeting facilitation
- Visioning and goal setting
- Leadership programs
- Community needs/attitude surveys

Comprehensive Planning

- RCAP involves the people via community meetings, stakeholder groups, surveys...
- RCAP has written plans at the County, Municipal, and Township level.
- RCAP can partner with others to provide a local dimension to the process.



Economic Development



"Improving the quality of life in rural communities"



- Comprehensive Economic Development Strategies for EDA funding or simply to maximize your assets
- Revolving Loan Fund administration
- Economic Development CDBG applications and administration
- Team with local development practitioners to seek and apply for resources to make projects happen

National RCAP Publications



"Improving the quality of life in rural communities"



<http://www.rcap.org/commpubs>

While you're there, check out the resource library!



"Improving the quality of life in rural communities"

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Thanks & Questions



"Improving the quality of life in rural communities"



Check out Ohio's toolkit - www.ohiorcap.org
Ohio RCAP Contacts available on the Web