



Roseburg Urban Sanitary Authority
1297 N.E. Grandview Drive
Roseburg, OR 97470

**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF DIRECTORS OF
ROSEBURG URBAN SANITARY AUTHORITY**

Board Chair, John Dunn, called the regular monthly Board Meeting to order at 4:00 p.m. on June 14, 2023. The Board Meeting was held in-person and remotely broadcast by Zoom® Meeting.

ROLL CALL

Directors

Present: Board Chair John Dunn, David Campos, Rob Lieberman and Kelsey Wood

Absent: Jerry Griese

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant II Harmony Williams, Collections Superintendent Steve Lusch, Engineering Technician III Ryon Kershner, Caleb Trammell Jacobs Interim Plant Manager, Brian Helliwell Jacobs Regional Manager and Tom Dole RUSA Board Member Elect

Consideration of the May 3, 2023 Budget Committee Meeting & the May 10, 2023, Board Meeting Minutes

Kelsey Wood moved to approve the minutes for the May 3, 2023 Budget Committee Meeting and May 10, 2023 Roseburg Urban Sanitary Authority monthly Board Meeting.

David Campos seconded the motion.

The motion passed unanimously.

Resolution No. 23-04; Adopting the 2023-2024 Budget and Making Appropriations

Staff presented Resolution No. 23-04; A Resolution Adopting the 2023-2024 Budget and Making Appropriations.

Kelsey Wood moved to approve Resolution No. 23-04; A Resolution Adopting the 2023-2024 Budget and Making Appropriations.

David Campos seconded the motion.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion to accept Resolution No. 23-04:

John Dunn	Yes
Rob Lieberman	Yes
Jerry Griese	
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 4/0 vote.

Resolution No. 23-05; A Resolution Declaring Surplus Property

Staff presented Resolution No. 23-05; A Resolution Declaring Surplus Property.

Kelsey Wood moved to approve Resolution No. 23-05; A Resolution Declaring Surplus Property.

David Campos Seconded the motion.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion to accept Resolution No. 23-05:

John Dunn	Yes
Rob Lieberman	Yes
Jerry Griese	
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 4/0 vote.

Roseburg Urban Sanitary Authority Local Contract Review Board; Deer Creek Trunk Project

The Roseburg Urban Sanitary Authority Local Contract Review Board reviewed the Bids received for the Deer Creek Trunk Rehabilitation Project. Two bids were received for the project as follows:

- Titan Utilities, Sherwood, Oregon \$2,351,810
- Allied Trenchless, Wenatchee, Washington \$4,196,250

The Engineer's Estimate was \$1,920,416 with a 10% contingency. The engineer has reviewed the bids and recommends award of the bid to Titan Utilities.

Kelsey Wood made a motion to award the Deer Creek Trunk Rehabilitation Project to Titan Utilities in the amount of \$2,351,810.

Rob Lieberman seconded the motion.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion award the Deer Creek Trunk Rehabilitation Project to Titan Utilities:

John Dunn	Yes
Rob Lieberman	Yes
Jerry Griese	

Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 4/0 vote.

Jacobs Contract Amendment

Caleb Trammell presented the Board with a brief slide show highlighting the nearly 40 years of partnership between Jacobs and RUSA. Jacobs proposed an 8 year contract.

Kelsey Wood moved to enter into the 8 year contract with Jacobs.
John Dunn seconded the motion.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion to enter into an 8 year contract with Jacobs:

John Dunn	Yes
Rob Lieberman	Yes
Jerry Griesse	
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 4/0 vote.

General Managers Report

Bisulfite Building Project

H3 General Contractors LLC completed all the work outlined in the contract and completed the items included in the final punch list.

The project engineer, Tom Rogers, has reviewed the pay request for the release of retainage and recommends processing the payment. Staff reviewed the pay request for the release of retainage and would recommend that the Board approve paying pay request #8 in the amount of \$13,911.

Kelsey Wood made a motion to approve pay request #8 to H3 General Contractors LLC in the amount of \$13,911.

Rob Lieberman seconded the motion.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion to approve pay request #8 to H3 General Contractors LLC in the amount of \$13,911:

John Dunn	Yes
Rob Lieberman	Yes
Jerry Griesse	
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 4/0 vote.

Office Remodel

Tom Rogers, of Rogers Engineering, has completed the plans and specifications. The plans have been submitted to the city to obtain an approved application for construction. Staff will also solicit bids from local contractors.

Biogas Feasibility Study – WRF:

The preliminary schedule anticipates the final report in September 2023.

Chadwick St and Atlanta St Sewer Replacement

The contractor, Cradar Enterprises, inc., has completed approximately 50% of the work included in the contract. The contractor has submitted pay estimate #1 in the amount of \$131,110.58 with \$6,555.53 in retainage for a pay request in the amount of \$124,555.05.

The project engineer, i.e. Engineering, has reviewed the pay estimate and recommends that RUSA consider paying the amount due of \$124,555.05. The staff has reviewed the pay estimate and would recommend that the Board approve payment of pay request #1 to Cradar Enterprises, Inc. in the \$124,555.05.

Rob Lieberman made a motion to approve pay request #1 to Cradar Enterprises, Inc. in the amount of \$124,555.05.

David Campos seconded the motion.

Vote By Roll Call

Board Chair Dunn requested “Roll Call” for the motion to approve pay request #1 to Cradar Enterprises, Inc. in the amount of \$124,555.05:

John Dunn	Yes
Rob Lieberman	Yes
Jerry Griesse	
Kelsey Wood	Yes
David Campos	Yes

The motion was passed with a 4/0 vote.

Administrative Offices Reroofing Project

Curt Wilson, of Wilson Architecture, has completed 100% plans. The architect has provided a construction cost estimate of \$364,134 which includes a 15% contingency.

The project schedule has been moved back to be advertised on June 14th with bids being received on July 11th.

RUSA WRF Water Line Project

The contractor, Cradar Enterprises, Inc., is scheduled to begin the project the week of June 26th.

Credit Card Convenience Fee

Since January 2014 RUSA customers have been paying credit card fees of \$1.50 on transactions up to \$60.00 or 2.5% for anything over \$60.00.

As a result of the new Springbrook upgrade RUSA has the option to simplify credit card processing. The following three new credit card options were presented to the Board:

- Option 1 - RUSA pays \$1.00 transaction fee. Customer pays convenience fee of 2.5%
- Option 2 - Customer pays \$1.00 transaction fee. Total proposed fee 4.3%
- Option 3 - RUSA pays for all fees. This option has a utility credit card rate of \$.75 plus transaction fee of \$1.00.

The Board discussed the options presented.

Kelsey Wood moved to approve Option 3 with RUSA paying \$1.75 in convenience fees per transaction.

David Campos seconded the motion.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion to approve RUSA :

John Dunn	Yes
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Rob Lieberman	No
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Jerry Giese	
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Kelsey Wood	Yes
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David Campos	Yes
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The motion was passed with a 3/1 vote.

Accounts Payable

The Board reviewed the Accounts Payable Report and Addendum for the June 2023 Accounts Payable.

David Campos moved to approve the Accounts Payable Report and Addendum as presented. Kelsey Wood seconded the motion.

Vote By Roll Call

Board Chair Dunn requested "Roll Call" for the motion to approve the June 2023 Accounts Payable Report and Addendum as presented:

John Dunn	Yes
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Rob Lieberman	Yes
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Jerry Giese	
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Kelsey Wood	Yes
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David Campos	Yes
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The motion was passed with a 4/0 vote.

Other Business

None.

Attached Additional Items Presented

Accounts Payable Addendum

Leeway Engineering Letter Dated June 12, 2023

Jacobs 2023 RUSA Renewal Presentation

Credit Card Convenience Fee Presentation

Respectfully submitted,

A handwritten signature in blue ink that reads "Harmony Williams". The signature is written in a cursive, flowing style.

Harmony Williams
Office Assistant II

ADDENDUM TO JUNE 14, 2023 BOARD PACKET

Accounts Payable

Checks by Date - Detail by Check Date

User: christine
Printed: 6/14/2023 2:14 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
51493	BIOMED 99790 99790b	bio-MED Testing Services Inc Reasonable suspicion class & DER Class-Steve/ Reasonable suspicion class-Ryon K.	06/14/2023	180.00 50.00
Total for Check Number 51493:				230.00
51494	WATER INV18996 May23 Admin May23 LV May23Winch	City of Roseburg Bulk water-May Water Usage-Admin Water Usage-Loma Vista PS Water Usage-Winchster PS	06/14/2023	123.25 220.30 34.02 140.54
Total for Check Number 51494:				518.11
51495	DJC 745614402 745615546	Daily Journal of Commerce Inc Advertisement for Bid for Deer Cr Trunk Line R Advertisement for Bid for Deer Cr Trunk Line R	06/14/2023	130.68 128.26
Total for Check Number 51495:				258.94
51496	DFN May 23 411LM May 23 Admin May 23 B May 23 High May 23 Host May 23 Keady May 23 LV May 23 NBank May 23 NTS May 23 Wilb1 May 23 Wilb2 May 23 Winch May 23Ph/Cam	Douglas Fast Net Internet Services-411LM Internet Services-Admin Internet Services-Bourbon St Internet Services-Highland PS Admin Hosting Internet Services-Keady Ct Internet Services-Loma Vista P Internet Services-No. Bank PS Internet Services-NTS (will be reimbursed) Internet Services-Wilbur 1 PS Internet Services-Wilbur 2 PS Internet Services-Winchester P Phones/Security Cams	06/14/2023 Service: 106289 Service: 14806 Service: 205697 Service: 105797 Service: 106289 Service: 205950 Service: 105793 Service: 145049 Service: 105796 Service: 105794 Service: 105795 Service: 141784	120.96 218.99 100.21 76.84 10.55 76.84 104.21 73.84 73.58 73.84 73.84 73.84 98.94
Total for Check Number 51496:				1,176.48
51497	MCGUIRE 2563360-00	McGuire Bearing Company RT Hand Gearbox - WRF Clarifiers	06/14/2023	11,056.86
Total for Check Number 51497:				11,056.86
51498	NORTHCOA S012237797.003	NORTH COAST ELECTRIC COMPANY Screw Press Spare PLC & Related Parts	06/14/2023	3,426.89
Total for Check Number 51498:				3,426.89
51499	PRINTS 35674	Prints Charming RUSA Shirts	06/14/2023	79.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 51499:	79.50
51500	West Tes 27989	Western Testing LLC Materials Testing for Atlanta Chadwick	06/14/2023	1,209.00
			Total for Check Number 51500:	1,209.00
			Total for 6/14/2023:	17,955.78
			Report Total (8 checks):	17,955.78



June 12, 2023

Mr. Jim Baird
General Manager
Roseburg Urban Sanitary Authority
1297 NE Grandview Drive,
Roseburg, Oregon 97470

Re: Deer Creek Trunk Rehabilitation Project
Bid Evaluation and Recommendation

Dear Mr. Baird,

After careful review of the bid received by Roseburg Urban Sanitary Authority (RUSA) for the subject project, **Leeway Engineering recommends RUSA accept the bid received by Titan Utilities, LLC (Titan Utilities).**

Two bids were received for this project as follows:

- Titan Utilities, Sherwood, Oregon \$2,351,810
- Allied Trenchless, Wenatchee, Washington \$4,196,250
- Engineer's Estimate \$1,920,416
 - +10% Contingency \$2,112,457

The apparent low bidder is Titan Utilities. Titan Utilities bid was within 10% of the engineer's estimate. Unit bid prices appear balanced and the bid met the requirements of the Bidding Documents (Bid Form properly completed and executed, required bid bond provided, all addenda acknowledged, and First-Tier Subcontractor Disclosure form submitted).

Therefore, based on our review of the bids received, Leeway recommends award of the bid to Titan Utilities.

If you have any questions, please contact me at (503) 828-7542.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robert Lee", is positioned above the typed name and title.

Leeway Engineering Solutions, LLC
Robert Lee, PE, PMP
Principal Engineer

Attachments: Bid Tabulation and Bids Received

Leeway Engineering Solutions, LCC
Portland, Oregon | (503) 828-7542

Roseburg Urban Sanitary Authority
Deer Creek Trunk Sewer Rehabilitation Project

Bid Item	Spec Section	Item Description	Estimated Quantity	Unit	Engineer's Estimate		Titan Utilities		Allied Trenchless	
					Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	210	Mobilization	1	LS	\$ 174,661	\$ 174,661	\$ 230,000	\$ 230,000	\$ 350,000	\$ 350,000
2	225	Temporary Work Zone Traffic Control, Complete	1	LS	\$ 75,000	\$ 75,000	\$ 20,000	\$ 20,000	\$ 250,000	\$ 250,000
3	320	Erosion Control	1	LS	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 15,000	\$ 15,000
4	408	CIPP Lateral Liner from Mainline*	230	LF	\$ 195	\$ 44,850	\$ 125	\$ 28,750	\$ 1,200	\$ 276,000
5	408	CIPP Lateral Liner from Manhole*	105	LF	\$ 175	\$ 18,375	\$ 110	\$ 11,550	\$ 1,250	\$ 131,250
6	408	CIPP Lateral Service Line Connection*	25	EA	\$ 2,000	\$ 50,000	\$ 3,200	\$ 80,000	\$ 2,500	\$ 62,500
7	413	CIPP Liner, 18-inch	2680	LF	\$ 160	\$ 428,800	\$ 190	\$ 509,200	\$ 200	\$ 536,000
8	413	CIPP Liner, 24-inch	3000	LF	\$ 175	\$ 525,000	\$ 260	\$ 780,000	\$ 280	\$ 840,000
9	415	Post-Installation Television Video Inspection	5510	LF	\$ 5	\$ 27,550	\$ 6	\$ 33,060	\$ 20	\$ 110,200
10	415	Service Line Lateral Inspection	37	EA	\$ 155	\$ 5,735	\$ 300	\$ 11,100	\$ 1,000	\$ 37,000
11	445	6 Inch PVC Pipe, 5-10 Ft Depth**	170	LF	\$ 120	\$ 20,400	\$ 300	\$ 51,000	\$ 1,700	\$ 289,000
12	445	Cleanout Over Existing Lateral*	37	EA	\$ 1,500	\$ 55,500	\$ 1,500	\$ 55,500	\$ 5,000	\$ 185,000
13	445	Unbury Cleanout and Bring to Grade	1	EA	\$ 500	\$ 500	\$ 1,500	\$ 1,500	\$ 5,000	\$ 5,000
14	490	Service Line Reconnections	11	EA	\$ 4,000	\$ 44,000	\$ 500	\$ 5,500	\$ 1,000	\$ 11,000
15	490	Sewer Bypassing	1	LS	\$ 175,000	\$ 175,000	\$ 200,000	\$ 200,000	\$ 700,000	\$ 700,000
16	492	Manhole Structural Liner, Protective Coating, and Chimney Seal	29	EA	\$ 6,000	\$ 174,000	\$ 7,000	\$ 203,000	\$ 9,000	\$ 261,000
17	492	Manhole Frame and Cover Replacement	18	EA	\$ 3,500	\$ 63,000	\$ 3,000	\$ 54,000	\$ 5,000	\$ 90,000
18	492	4-ft x 4-ft Vault Composite Liner and Epoxy Coating	1	EA	\$ 8,500	\$ 8,500	\$ 16,000	\$ 16,000	\$ 5,000	\$ 5,000
19	495	Trench Resurfacing	335	SY	\$ 55	\$ 18,425	\$ 150	\$ 50,250	\$ 120	\$ 40,200
20	640	3/4-inch Aggregate Base	28	TON	\$ 40	\$ 1,120	\$ 50	\$ 1,400	\$ 75	\$ 2,100
					Subtotal	\$ 1,920,416		\$ 2,351,810		\$ 4,196,250
					10% contingency	\$ 192,042				
					Total	\$ 2,112,457				

RUSA Renewal



 2023

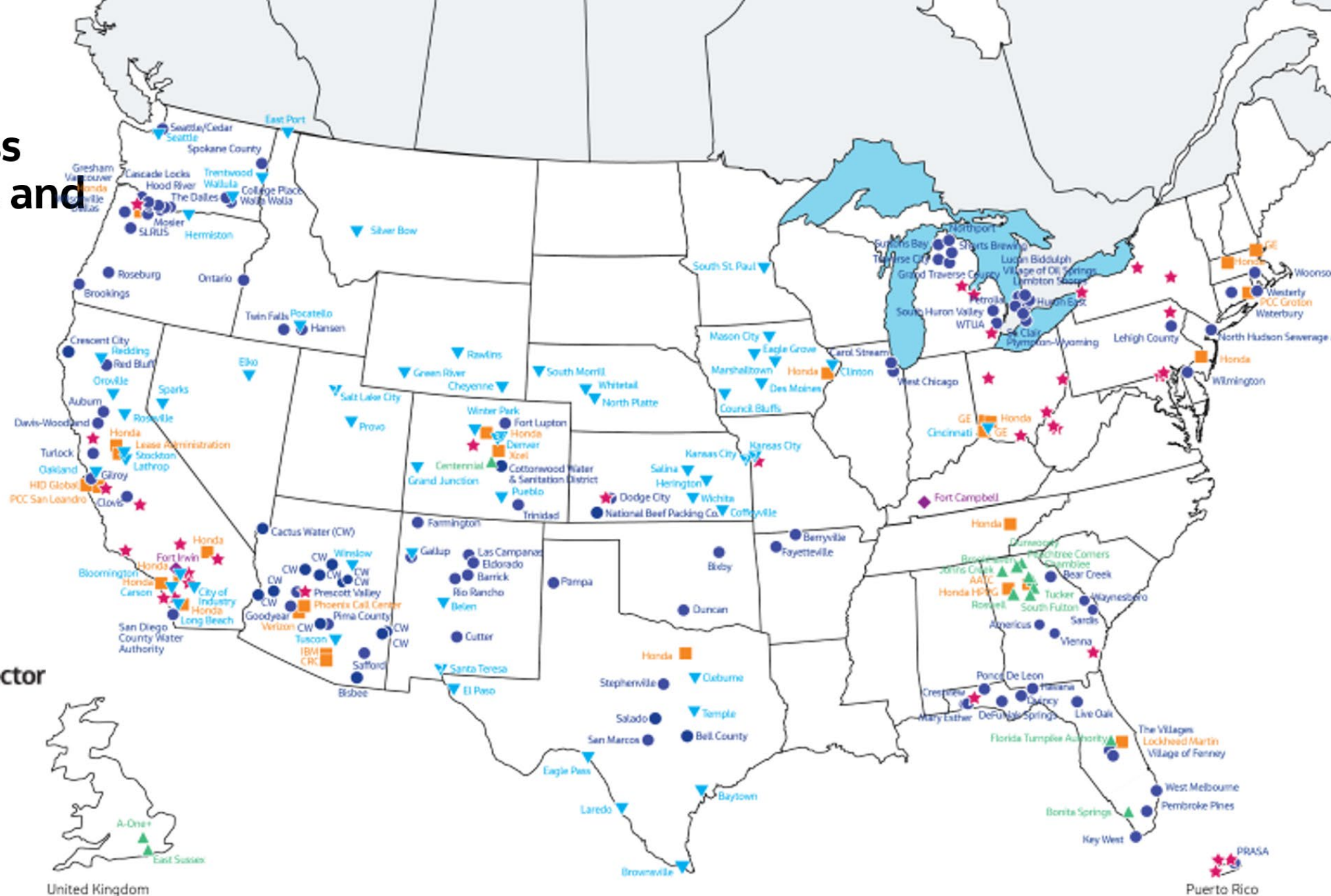
JACOBS brings to RUSA:

- Nearly **40 years** of partnership
- Design/build/operate capabilities
- Compliance excellence
- Shared resources with **14** Northwest projects
- Fully integrated regional support
 - Safety
 - Compliance
 - Financial
 - Procurement
 - Operations
 - Management

- 
- A map of the Pacific Northwest region, including parts of Washington, Oregon, California, and Idaho. The map is light blue with white outlines for state boundaries. The list of project locations is overlaid on the map.
- Cedar WA
 - Vancouver WA
 - Spokane WA
 - Walla Walla WA
 - College Place WA
 - Gresham OR
 - Hood River OR
 - The Dalles OR
 - Wilsonville OR
 - Dallas OR
 - **Roseburg OR**
 - Brookings OR
 - Ontario OR
 - Crescent City CA
 - Twin Falls ID

Jacobs OMFS locations across North America and Beyond

- Water/Wastewater
- Facilities Management
- ▲ Public Works, Highway and City Services
- ◆ Federal Government Sector
- ▼ Railroad Clients
- ★ Confidential Client – Industrial Wastewater and Remediation



Our Roseburg Team:

New Faces... The Same Commitment to Excellence

- Our staff has a combined **146 years of wastewater O&M experience.**
- The Roseburg team has worked more than **6,843 days without a lost time incident.**
- Combined with the experience of the veteran staff, younger team members are bringing **ambition** and **new ideas.**
- We have three **level 4** (highest level) operators at the plant.



- **We do things right**
- **We challenge the accepted**
- **We aim higher**
- **We live inclusion**

RUSA Team Recognition:

Umpqua Basin Operators Section (UBOS)
Treatment Plant of the Year
2018 – 2020

UBOS
Facility Safety Award
2018 – 2020

UBOS
Operator of the Year
2019 Rusty Marples
2022 Caleb Trammell



Facility Improvements Over the Last Contract:

- **2018** Assisted in the construction of Bourbon Street lift station.
- 2019 Lobed impeller pump for draining secondary clarifiers.
- 2019 Biosolids storage expansion.
- **2019 New biotower pumps.**
- 2020 Odor control line and fan installation.
- 2021 New VFDs Winchester lift station.
- 2022 Pretreatment building ceiling lights.
- 2022 Aeration grating at NTS river discharge.
- **2022 Chopper pump installed at Highland lift station.**



Exciting New Endeavors:

- **Aeration Channel Upgrade**
- Gravity Belt Thickener Rebuild
- Neuros 30HP Blower
- **W-3 Recycled Water System Upgrade**
- Clarifier Gearbox Replacement
- **Solids Storage Pond Paving**
- Winchester Lift Station Hoist and Gantry
- More to come...



Additional Savings Discussion

- In five years, we have rebated RUSA
\$115,977.26
- We propose an 8-year contract:
 - A reasonable increase to the base fee of 5.4%
 - (2.8% from JACOBS + Client Requests Below)
 - A \$10k increase in Maintenance and Repairs budget.
 - A \$31k increase to Chemical Budget for additional alum to improve NTS performance.
 - A one time \$21k rebate for overage last year.
 - JACOBS covers the cost of an updated Condition Assessment in 2029. Estimated value of \$31k.

Total Savings:

\$21k Rebate +
\$31k Condition
Assessment =

\$52,000!



Jacobs is proud to be part of the RUSA Team. We look forward to many more years of service through our partnership.

RUSA Renewal

Thank You



 2023



RUSA
CUSTOMERS—
Been paying by
CC since
January 2014 —
9.5 YEARS





ROSEBURG URBAN SANITARY AUTHORITY

ROSEBURG, OR • FOUNDED 1983

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Payments



Mobile
Notifications



Payment
Scheduling



Autopay



Payment
History

MORE WAYS TO PAY !

point
&pay

Click to pay

Pay by Phone:

Pay by phone 24/7 with our automated payments system: **1-855-375-7382**. Must have your account number ready to pay with this option.

Automatic Payment Form for Autopay using Checking or Savings Account:

Return completed form to RUSA. Payments will be remitted from your checking or savings account on the due date. Please include your current bill payment with submittal of form. Automatic payments will not go into effect until the next billing cycle.

[📎 Autopay Application .pdf](#)

Mail: Please remit payment and payment stub to:

Roseburg Urban Sanitary Authority (RUSA)
PO Box 1185
Roseburg, OR 97470


If you don't have your payment stub, please include your service address on the memo line of your check.

Office: Located at 1297 NE Grandview Drive

Office hours: 8am-5pm, Monday-Friday (excluding Holidays).
Drop box is available 24 hours a day at the office location.

Join our mailing list

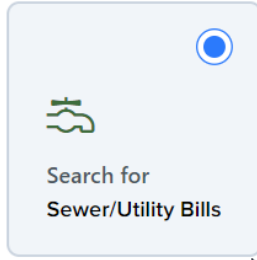


 SIGN IN / REGISTER


1
 \$90.00

 Clear Cart

Search for your bill:



SEARCH BY

Account Number 

35002710

Search

Search results for Account Number : "35002710"

Account Number 35002710
Sewer/Utility Bill

LARRY MORRIS
558 W HICKORY

☒ Amount Due (\$30.00)

\$90.00

Remove From Cart

Register Bill

Checkout (\$90.00)

[→ SIGN IN / REGISTER](#)

1
Shopping Cart \$90.00

Clear Cart

[CART](#)[PAYMENT](#)[REVIEW](#)[CONFIRMATION](#)[← BACK](#)

Please review your cart

If you think this amount is incorrect or if you have any questions, please contact us during our office hours, Monday thru Friday 8am to 5pm, at (541) 672-1551.

Account Number 35002710

[Register Bill](#)

Sewer/Utility Bill

\$90.00

[X REMOVE](#)

NAME

LARRY MORRIS

☒ Amount Due (\$30.00)

ADDRESS

558 W HICKORY

\$90.00

Order Summary

Account Number 35002710 \$90.00

Sewer/Utility Bill

ESTIMATED
TOTAL

\$90.00

[Checkout](#)[Support](#)[Terms & Conditions](#)[Accessibility Policy](#)[Privacy Policy](#)[Select Language](#) ▼

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[→ SIGN IN / REGISTER](#)

1
🛒 \$90.00

🗑️
Clear Cart

[CART](#)[PAYMENT](#)[REVIEW](#)[CONFIRMATION](#)[< BACK](#)

Choose your method of payment

Please note that American Express is not accepted.

☐ Pay with Credit / Debit
\$2.25 service fee

☐ Pay with Electronic Check
\$1.50 service fee

Order Summary

Account Number 35002710 \$90.00
Sewer/Utility Bill

Processing Fees TBD

**ESTIMATED
TOTAL \$90.00**

Continue

Current RUSA Paid fees:

- CHECKS - .15 Each, plus Angies' time to scan & import to Springbrook.
- AUTOPAY - .16 Each, plus Christine's time to generate file & send to bank.
- Credit Card – approx .004 each (\$.20 day for CC Batch), plus Angies time to import.

Current Customer Payment fees:

- CHECKS – No fee.
- AUTOPAY – No Fee.
- Credit/Debit Card – \$1.50 up to \$60 or 2.5% for anything over \$60.
- Electronic Check - \$1.50.

Proposed Options with Civic Pay (Springbrook)

- Civic pay allows for immediate posting of transaction to Springbrook (eliminates manual process of importing and posting).
- Allows customers to see the balance is immediately updated. (Avoiding duplicate payments by customer).
- Allows customers to have more control over their account...including change address, add auto pay, set up payment options, see payment history, set up payment methods, e-mail reminders, text message reminders, and more.
- \$1.00 transaction fee per payment (doesn't matter how many accounts paying).

Proposed Options with Civic Pay (Option 1):

- RUSA picks up the \$1.00 transaction fee.
- Customer pays convenience fee of 2.5% (this is the rate they are paying with current CC system).
- Example: \$40 pymt = \$1.00
\$120 pymt = \$3.00
- Advantage to RUSA: saves staffing time.

Proposed Options with Civic Pay (Option 2):

- RUSA passes the \$1.00 transaction fee to customer.
- Customer pays convenience fee of 4.3% (to cover transaction fee and CC fees)
- Example: \$40 pymt = \$1.72
\$120 pymt = \$5.16

2.5% to cover the \$1.00 fee
1.8% - avg CC fee
(2.5+1.8=4.3%)

Proposed Options with Civic Pay (Option 3):

- RUSA picks up all the fees.
 - Example: \$40 pymt = 0
\$80 pymt = 0
- \$1.00 transaction fee plus
\$.75 Utility CC rate.
- RUSA's fee \$1.75.

May Credit Card System Stats:

- 1411 Accounts Pd-13.2% of accounts or 15.3% of billing
- \$1-\$99 88.9% of payments
1034 pymts by CC, 219 by E-check
- \$100-\$999 10.7% of payments
114 by CC, 38 by E-check
- \$1000+ .4% of payments
4 by CC, 2 by E-Check

Potential RUSA Costs: Transaction Fee Only

- 1268 transactions for month of May = \$1268
- May was 13.2% of accounts or 15.3% billing pd w/CC.

If 20% of accounts paid = \$2,139 mo/\$25,668 yr

25%=\$2,674 mo./\$32,088 yr

30%=\$3208 mo/\$38,496 yr

RUSA picks up all fees

- 20% of customers pay \$1.75 per transaction. \$3,743 mo/\$44,904 yr.
($\$1.00$ SB fee + $.75$ utility rate CC fee).
- 25% of customers RUSA pays \$1.75 per transaction.
\$4,679 mo/\$56,148 yr.