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SEAL ROCK WATER DISTRICT  
Regular Board Meeting & Budget & Rate Hearing  
Thursday, May13, 2021 @ 4:00 p.m.  
Public Meeting by Zoom Video Conference:

Due to the Governor's Executive Order related to public gatherings, SRWD will hold this meeting through Zoom video conferencing. The public is invited to attend the meeting electronically. Please E-mail tkarlsen@srwd.org to receive the meeting login information.

SRWD encourages the public to submit written comments on items included in the agenda by email to tkarlsen@srwd.org by 2:00 p.m. on the day of the meeting to be included as public testimony. Comments received will be shared with the SRWD Board of Commissioners and included in the permanent record.

- **Call Regular Meeting to Order:**

- **Announcements/Visitor Public Comments:**

*Public comment period provides the public with an opportunity to address the Commissioners regarding items on the agenda. Please limit comments to (3) minutes.*

- **Consent Calendar:**

*Managers' reports included under consent calendar are an executive summary provided to Commissioners as an update of system conditions, projects, and programs. Management welcomes your feedback and request for more detailed information regarding any item before or during the meeting:*

- Invoice List April 2021 to May 2021
- Board Meeting Minutes April 8, 2021
- SRWD Budget Committee Meeting Minutes April 15, 2021
- Financial Report / Approve Invoices April 2021 to May 2021
- Business Oregon Disbursement Request No. 31 May 2021
- USDA PMR Phase IV No. 11 May 2021
- Contractor's Pay Request No. 11 May 2021
- Change Order No. 3 – WesTech May 2021
- General Manager's Monthly Report April 2021 to May 2021

- **Discussion and Information Items:**

Consider Primary Source Water Project Update.

Presented by: Adam Denlinger, General Manager  
Jeff Hollen, SRWD General Counsel

Consider Annual Employee Performance Audit Review Process.

Presented by: Rob Mills, SRWD Board President

Consider Developing a Formal Employee Succession Process.

Presented by: Rob Mills, SRWD Board President

- **Public Hearing:**

**Open the Public Hearing:**

- In accordance with ORS Chapter 264.312, conduct a public hearing to receive public testimony regarding proposed water rate adjustment FY 2021 - 2022.

**Close the Public Hearing.**

**Open the Public Hearing:**

- In accordance with ORS Chapters 294.453 and 294.456, conduct a public hearing to receive public testimony regarding the SRWD proposed FY 2021 - 2022 Budget.

**Close the Public Hearing.**

- **Decision Items:**  
None
- **Reports, Comments and Correspondence:**
- **Executive Session: according to ORS 192.660(2), Concerning:**  
The SRWD Board may meet in Executive Session, pursuant to ORS 192.660(2)(h); To consult with legal counsel concerning the legal rights and duties of a public body with regards to current litigation or litigation likely to be filed. Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations. No final decisions shall be made in Executive Session.
- **Adjournment: Next Meeting: June 10, 2021 @ 4:00 p.m.** Regular Board Meeting or establish date.

Seal Rock Water District

Payment Approval Report - by GL  
Report dates: 4/12/2021-4/12/2021

Page: 1  
Apr 12, 2021 07:45AM

**ORIGINAL**

Report Criteria:  
Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
03-5723				
CENTRAL LINCOLN P.U.D.	305847	Phase 4 Beaver Creek Project - Electric Service at 784 SE 98th St (PRV)	04/08/2021	4,342.50
Total 03-5723:				4,342.50
Grand Totals:				4,342.50

Dated: 4/12/2021

General Manager: [Signature]

Dated: \_\_\_\_\_

Treasurer: \_\_\_\_\_

[Signature]

## Report Criteria:

Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.

**ORIGINAL**

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>01-5271</b>				
CHARTER COMMUNICATIONS	007859704192	Internet (Office)	04/19/2021	114.98
Total 01-5271:				114.98
<b>01-5272</b>				
AT&T MOBILITY	04232021	Wireless	04/15/2021	257.00
Total 01-5272:				257.00
<b>01-5280</b>				
NEWPORT NEWS-TIMES	355099	Budget Committee Meeting 04-07 (2 publishing dates March 19 & April 7)	03/19/2021	108.53
XEROX CORPORATION	013062375	Xerox 3655X Print Charges	04/01/2021	9.15
XEROX CORPORATION	013082376	Xerox 7845 Print Charges (Black)	04/01/2021	9.00
XEROX CORPORATION	013082376	Xerox 7845 Print Charges (Color)	04/01/2021	244.30
Total 01-5280:				370.98
<b>01-5290</b>				
STAPLES BUSINESS ADVANTA	8061832571	Simply Economy 1" 3-Ring View Binder, White	04/03/2021	8.32
STAPLES BUSINESS ADVANTA	8061832571	Logitech Combo MK270 Wireless Keyboard & Mouse, Black	04/03/2021	64.17
STAPLES BUSINESS ADVANTA	8061976628	Dell YX24V Cyan Toner Cartridge	04/17/2021	43.64
STAPLES BUSINESS ADVANTA	8061976628	Staples Heavy Duty Shipping Packing Tape. 1.88"x 54.6 yds, Clear,6/Pack	04/17/2021	14.38
STAPLES BUSINESS ADVANTA	8061976628	HP 64XL Tri-Color Ink Cartridge, High Yield	04/17/2021	41.59
STAPLES BUSINESS ADVANTA	8061976628	Simply Economy View Binder 1"	04/17/2021	12.48
STAPLES BUSINESS ADVANTA	8061976628	Saples 50% Recycled 8.5" x 11" Multipurpose Paper, 24 lbs., 98 Brightness, 500/re	04/17/2021	61.48
STAPLES BUSINESS ADVANTA	8061976628	3M Post-It Durable Filing Tabs 2", Assorted Colors, 24/pk	04/17/2021	6.86
STAPLES BUSINESS ADVANTA	8061976628	TRU RED 8.5" x 11" Copy Paper, 20lbs, 92 Brightness, 5000/Cartron	04/17/2021	79.98
STAPLES BUSINESS ADVANTA	8061976628	Alliance Sterling Multi-Purpose Rubber Bands, #16, 1lb Box, 2300/Box	04/17/2021	10.23
Total 01-5290:				343.13
<b>01-5291</b>				
US POSTAL SERVICE - WALDP	042221	Bulk Mailing	04/22/2021	875.59
Total 01-5291:				875.59
<b>01-5310</b>				
BIO-MED	83989	FMCSA Clearinghouse Query - Kenneth Tanner 03/29/2021	04/08/2021	5.00
OHA - STATE OF OREGON	042921TANNE	Certification by Reciprocity (Tanner)	04/29/2021	100.00
Total 01-5310:				105.00
<b>01-5610</b>				
CENTRAL LINCOLN P.U.D.	042121	Utility Services	04/21/2021	2,601.12
Total 01-5610:				2,601.12
<b>01-5634</b>				
ONE CALL CONCEPTS, INC.	1031093	Regular Tickets/Modem Delivery	03/31/2021	118.19
Total 01-5634:				118.19

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
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Grand Totals:

4,785.99

Dated: APRIL 29, 2021

General Manager: A. Newlin

Dated: \_\_\_\_\_

Treasurer: \_\_\_\_\_

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.

Report Criteria:  
Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.

**ORIGINAL**

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
02-6640 US BANK	1753381	2012 GO Bond Principal	04/09/2021	280,000.00
Total 02-6640:				280,000.00
02-6650 US BANK	1753372	2013 GO Bond Principal	04/09/2021	75,000.00
Total 02-6650:				75,000.00
02-6740 US BANK	1753381	2012 GO Bond Interest	04/09/2021	49,715.63
Total 02-6740:				49,715.63
02-6750 US BANK	1753372	2013 GO Bond Interest	04/09/2021	26,851.25
US BANK	1753372	2013 GO Bond Interest Cash On Hand	04/09/2021	.01-
Total 02-6750:				26,851.24
04-6620 USDA RURAL DEVELOPMENT	042921	2012 Revenue Bond Principal	04/29/2021	40,930.00
Total 04-6620:				40,930.00
04-6720 USDA RURAL DEVELOPMENT	042921	2012 Revenue Bond Interest	04/29/2021	33,402.00
Total 04-6720:				33,402.00
Grand Totals:				505,898.87

Dated: MAY 6, 2021

General Manager: A. [Signature]

Dated: \_\_\_\_\_

Treasurer: \_\_\_\_\_

*[Handwritten signature]*

**SEAL ROCK WATER DISTRICT  
MINUTES OF THE  
Regular Board Meeting by Zoom Conference Call  
April 8, 2021**

**Introduction to Remote Meeting:**

Denlinger, General Manager, explained that this board meeting is being conducted remotely and in person observing social distancing and the wearing of face masks in order to mitigate the transmission of the novel coronavirus and reduce the risk of COVID-19 illness in accordance with Governor Brown's Executive Order 20-12 to suspend all public gatherings. He further explained that the Board President will call each name to confirm those who are present by zoom conference. After each person hears their name, they need to reply. For each decision item in the agenda that needs to be approved, after discussion and deliberation, the Board President will call each name of the commissioner for their vote. After the commissioners hear their name, he or she will give the vote to the affirmative by saying YES or negative by saying NO.

**Call Regular Meeting to Order:**

President Rob Mills called the regular board meeting to order at 4:04 p.m., Thursday, April 8, 2021.

**Present:**

President Rob Mills confirmed that all commissioners present can hear each other by doing a roll call. Present by Zoom Conference Call were Commissioner Glen Morris, member; Commissioner Karen Otta, member; Commissioner Sandra Mies-Grantham, Secretary; and President Rob Mills. Staff: Adam Denlinger, General Manager; Joy King, Office Manager; Atty. Jeff Hollen, District legal counsel.

**Excused Absences:** Commissioner Deanna Gravelle.

**Announcements/Public Comments:**

President Rob Mills asked if there are any announcements. Commissioner Glen Morris had no announcement; Commissioner Karen Otta had no announcement; Commissioner Sandra Mies-Grantham will not be available for the May 13 board meeting; Office Manager Joy King had no announcement; General Manager Adam Denlinger had no announcement; President Rob Mills announced that effective this month he resigned as an SDAO consultant because of the current pandemic that has affected his ability to meet with member districts for in person assessments. Virtual assessment is not very effective compared to the in person assessment.

**Public Comments:** No public in attendance

**Consent Calendar:**

Items on the consent calendar are March 11, 2021 minutes of the regular board meeting; March/April 2021 Financial Report/Invoices List; Business Oregon IFA Disbursement Request No. 30; USDA PMR Phase 3 No. 53; USDA Phase IV PMR No. 10; Contractor's Pay Request No. 10; and General Manager's Report. President Rob Mills asked if each commissioner has reviewed the items on the consent calendar. Commissioner Glen Morris answered YES; Commissioner Karen Otta answered YES; Commissioner Sandra Mies-Grantham answered YES; President Rob Mills answered YES. Commissioner Karen Otta motioned to approve the consent calendar. Commissioner Glen Morris seconded the motion. Discussion: Commissioner Otta was impressed that the accounted water loss percentage has improved from the previous month. The GM explained that the field crew found and fixed the leaks. President Rob Mills asked the commissioners for their votes. Commissioner Karen Otta voted YES; Commissioner Glen Morris voted YES; Commissioner Sandra Mies-Grantham voted YES, and President Rob Mills voted YES. Motion passed with YES votes.

**Discussion and Information Items:**

**Source Water Project Update:**

The contractor continued placing the rebar and cement for the backwash basin and for the footings of the membrane building. The cement for the backwash and the membrane building footings were poured last week. Paso Robles Tank, the sub-contractor has completed the interior coating of the clear well tank. At the intake site, the footing for the electrical building has been constructed and rebars are in place ready for cement pour. CPI is also working on bringing power to the intake site. The contractor is also starting to work on the booster pump station located at 123<sup>rd</sup> Street. This is to increase the pressure to pump water coming from the intake site to the water treatment plant location in Makai. Atty. Jeff Hollen gave a summary of what took place regarding the contractor's request for an extension of time. The District received a letter from the contractor dated March 19, asking for arbitration. The District responded by Adam Denlinger sending a letter dated March 26 including the attorney's analysis of the claims process. There should be a claim first before mediation/negotiation can take place. The District is still waiting for a reply from R&G Excavating, Inc.

64 **Decision Items:**

65 **Rate Adjustments for FY 2021-22:**

66 Staff with the recommendation of the Board at the March 11, 2021, regular monthly meeting prepared a rate adjustment  
67 proposal 1 for Board consideration. It was discussed that a notice of a rate hearing needs to be sent out to the customers  
68 and it should include explanations outlined in the staff report (see attached) why it is necessary to increase the water rate.  
69 In the future after the water treatment plant is in operation for 18 months or 2 years, the District needs to do a rate study to  
70 see where we are financially at that time and re-evaluate the water rate. The District needs to hold a rate hearing in May  
71 before the budget could be adopted in June. Commissioner Karen Otta authorized staff to schedule a rate hearing for May  
72 13, 2021 and send out a rate hearing notice to be included in the bills that will be mailed out in April. Commissioner Glen  
73 Morris seconded the motion. President Rob Mills asked for the commissioners' votes. Commissioner Sandra-Mies  
74 Grantham voted YES; Commissioner Karen Otta voted YES; Commissioner Glen Morris voted YES; President Rob Mills  
75 voted YES. Motion passed with 4 YES votes and 0 NO vote.  
76

77 **Scope of Services GSI Water Solutions:**

78 As a condition of the District's Water Right Permit on Beaver Creek, the District is required to do water streamflow  
79 monitoring and water temperature monitoring of Beaver Creek. The District has been complying with these requirements  
80 and is now on its 3<sup>rd</sup> year of water streamflow monitoring and 4<sup>th</sup> year of water temperature monitoring. GSI Water  
81 Solutions, Inc. has submitted Scope and Cost Estimates for these monitoring and reporting tasks. The cost estimate for  
82 year 3 streamflow monitoring support is \$36,871 and the cost estimate for year 4 water temperature monitoring support is  
83 \$19,986. GSI Water Solutions, Inc. also submitted a scope of work and cost estimate for Year 1 for its services for Mid-  
84 Coast Conservation Consortium (MCCC) which is \$24,000. The District serves as a lead agency for MCCC, with the GM,  
85 Adam Denlinger as the convener. MCCC member agencies are the City of Yachats, City of Waldport, City of Newport, City  
86 of Lincoln City, and Seal Rock Water District. The cost for services of GSI Water Solutions, Inc. will be paid from  
87 contributions from member agencies. Commissioner Glen Morris motioned to authorize the GM, Adam Denlinger to execute  
88 the 3 Scope of Work and Fee estimate submitted by GSI Water Solutions, Inc. Commissioner Karen Otta seconded the  
89 motion. President Rob Mills asked for the commissioners' votes. Commissioner Sandra-Mies Grantham voted YES;  
90 Commissioner Karen Otta voted YES; Commissioner Glen Morris voted YES; President Rob Mills voted YES. Motion  
91 passed with 4 YES votes and 0 NO vote.  
92

93 **Reports, Comments, and Correspondence:**

94 The Operator 1 position was offered to Kenneth Tanner, who meets the job description and has a background in water  
95 treatment. His first day of work is April 20, 2021. President Rob Mills asked what the process was in hiring a new employee  
96 under the pandemic condition. The first interview was done through Zoom with a panel of 3 staff, Brad Wynn, Joy King, and  
97 Adam Denlinger. The second interview was done in person with only the GM. Covid-19 protocol was followed with face  
98 masks and social distancing by all who interacted with Mr. Tanner.

99 April 15, 2021, at 6 pm will be the Budget Committee meeting that will be a Zoom meeting and 6 members are needed to  
100 have a quorum.

101 A letter was drafted by SDAO addressed to Governor Kate Brown requesting funding for Special Districts Association of  
102 Oregon (SDAO) from the American Recovery Plan Act (ARPA) approved by the Federal Government. The State of Oregon  
103 has been awarded \$2.6 billion for Cities, Counties and the State but left out SDAO which consists of 900 Special  
104 Districts/Municipal agencies. SDAO is encouraging its members to take action and contact the state representatives to  
105 lobby the governor for funding for Special Districts from ARPA. The draft letter has been reviewed and comments from  
106 commissioners will be incorporated before President Rob Mills signs the final version of the letter.  
107

108 **Adjournment:** Commissioner Glen Morris moved to adjourn the meeting. President Rob Mills adjourned the meeting at  
109 5:18 p.m.  
110

111 **Next Board Meeting:** May 13, 2021, at 4 p.m. Regular Board Meeting and Budget Hearing and Rate Hearing.  
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119

120 Approved by Board President

Date:



**SEAL ROCK WATER DISTRICT  
MINUTES OF THE  
Budget Committee Meeting by Zoom Conference Call Only  
April 15, 2021**

**Introduction to Remote Meeting:**

Adam Denlinger, General Manager, explained that this Budget Committee Meeting is being conducted remotely using Zoom Video Conferencing in order to mitigate the transmission of the novel coronavirus and reduced the risk of COVID-19 illness in accordance with Governor Brown’s Executive Order 20-12 to suspend all public gatherings. Those present in the office building were sitting at their own desk which is at least 6 feet apart to promote the social distancing guidelines currently in place at the federal and state level.

**Call the Budget Committee Meeting to Order:**

President Rob Mills called the Budget Committee Meeting to order at 6:14 p.m., Thursday, April 15, 2021.

**Present:**

President Rob Mills confirmed that all commissioners present can hear each other by doing a roll call. Present by Zoom Video Conferencing were President Rob Mills; Commissioner Karen Otta; Commissioner Glen Morris; Commissioner Sandra Mies-Grantham; Commissioner Deanna Gravelle; James Senn; Tom Ryan. Staff: Adam Denlinger, General Manager; Joy King, Office Manager. No public attended in person nor by conference call.

**Excused Absences:** Cheryl Paben, Barbara Flewellyn, and Barry Compton.

**Elect Presiding Officer:** Commissioner Karen Otta nominated James Senn as the Presiding Officer. There was no other nomination. All 8 members of the Budget Committee voted YES.

**Read Budget Message for FY 2021-22 Budget: (See Attached)**

Adam Denlinger, GM and Budget Officer read the Budget Message. Some of the highlights of the Budget Message are:

- The budget reflects reductions in areas where it is anticipated that revenues may not come in as expected due to the current local and nationwide economic conditions. The budget also includes an average water rate adjustment of 17%.
- The Board elected for the last couple of years not to increase the rate, most notably due to economic conditions brought on by the pandemic. When we look at the overall picture, where would the rates be if the district had not received over \$5.3M in grant funding toward recent major capital improvements? Obtaining sizable grants demonstrates a level of fiscal responsibility and stretches every available ratepayer dollar to the fullest capacity.
- While the board has fought to protect the rates for the customers, the District is experiencing increased project cost due to government requirements for American Iron and Steel (AIS) products, and Buy American requirements, which the board is in support of. However, this has increased cost, even though the District has been fortunate to obtain sizable grants, the additional cost for materials remains.
- The tax levy in the General Fund represents the District’s permanent rate that can be used for operations which is \$1,259 per \$1,000 of the assessed value of the District. The Exempt Bond amount is \$799,300 as the ad valorem property taxes to be certified for collection to pay Bond indebtedness.
- A 1.3% COLA increase is expected for this fiscal year. Last year’s Health Insurance Premium increased by 7% and is projected to increase again this year by 11.5% beginning July 1, 2021. Also, beginning July 1, 2021, PERS employer contribution rate will increase to 21.64% and the OPSRP rate will increase to 17.59%, it is expected that these rates will remain static until June 30, 2023. The District does not pay the employees required 6% contribution.

**Amend/Approve Budget Document:**

The Presiding Officer, James Senn led the discussion and asked Joy King, office manager to discuss the highlights of the budget for each fund. Questions were asked after each page and after discussion the budget was approved by fund.

**General Fund,** (pages 1-5) is used to describe the financial management and daily operations of the District.

**Page 1** is a list of budgeted revenues in the General Fund for FY 2021-22.

Line 2, Net working capital is \$250,000, lower compared to the last 3 years. Revenue for FY 2020-21 is not coming in as anticipated, as a result of the pandemic, and also the AMI system has been completed and capturing leaks sooner.

Line 4 – Interest includes \$32,000 from the 2011 contract with the City of Newport for the transfer of the South Beach service area in the amount of \$1.8 million including principal and interest payable in 30 years.

Line 7 – Water Sales \$2,104,000. It includes a \$29K principal payment from the contract with the City of Newport and \$2,075,000 in water sales which includes \$328,000 in water rate increase.

Line 8 – Service Connections \$37,500 includes 25 new services at \$1,500 each.

Line 9 – Miscellaneous Income \$35,300 includes \$10,000 for Transfer/Turn on Charges; \$10,000 for Delinquent Charges; \$100 for Damage Repair; \$200 for Developer Review Deposit; and \$15,000 for miscellaneous expenses.

Line 14 – Grants of \$103,000 includes \$3,000 SDAO Safety Grant and \$100,000 grant from American Recovery Plan Act signed by President Biden. We are anticipating applying for grants that the district qualifies for when it becomes available.

Line 21 – Transfer from Water Source Reserve \$188,190. The District needs \$516,190 to balance the budget. Part of it which \$328,000 from water rate increase and the remaining \$188,190 from the reserve.

Line 30 – Taxes Necessary to balance \$87,000. The District's permanent rate limit for General Taxes is \$.1259/\$1,000. The estimated value of the properties within the district's taxing boundary is \$742,720,000. The permanent rate limit will raise \$93,508.45 but the rate of the county collection is 94% which will bring in \$87,897.94 due to discounts and late payments. The amount budgeted to balance is \$87,000.

**Page 2** is the budgeted amount for Administrative & Office Expenditures:

Line 3 Salaries- Office \$308,100. Most employees are on the top of their wage scale. Tom Ryan asked what does the District provides for those employees who are on the top of their wage scale? The GM explained that the District has a performance award put in place for those who qualify for merits because of outstanding performance.

Line 5 – Employee Benefits \$388,000. This is for health insurance cost and PERS retirement contribution. Both costs will increase beginning July 1, 2021.

Line 6 – Employer Payroll Tax Expense \$63,500. This includes payroll taxes for a new water treatment plant operator who will be hired when the water treatment plant is completed.

Lines 7,8, and 9 pertain to employee training, mileage and meal reimbursement, and lodging. The budget for these expenses was decreased. Due to the pandemic, no trainings are provided for in-person classes. Instead, the District encourages the employees to attend online training classes.

Line 12 – Professional Services \$111,000 includes legal, engineering, and audit services; billing/payroll/accounting software support; IT support; AML software and Sensus customer portal support.

Line 13 – Insurance and Bond \$40,000, includes the water treatment plant and the water intake facility, which will be added to the property insurance when completed.

Line 16 – Phone and Office Equipment Repair/Replacement \$36,500. The increase includes the new phone line services at the water treatment plant, at the 98<sup>th</sup> St. PRV, and new cellphone service for the new water treatment plant operator. There were no questions on page 2.

**Page 3**, line 3 Salaries- Field \$305,000. This budgeted amount includes a new operator 1 and a water treatment plant operator. The increase is very minimal compared to FY 20-21 budget since the salary of the newly hired operator 1 is in the middle of the scale while the employee who retired was on the top of his scale.

Line 7, Performance Award \$19,000. This is to recognize and give merits to employees who are on the top of the wage scale and continue to achieve outstanding performance.

Line 11, Toledo Water Purchase \$625,000. The District has negotiated a new contract with the City of Toledo effective Nov 1, 2020, until Dec 31, 2021. The monthly charges include a \$5,686.29 base rate charge plus water usage per 1,000 gallons using the City's outside rate.

Line 14, Operating Material/Conservation/Covid-ARPA \$109,000. The District budgeted \$100,000 for any costs related to the covid pandemic. President Biden signed the American Rescue Plan Act and the District is anticipating to qualify applying for ARPA grants.

Line 17, Toledo System – General Maintenance/Share \$75,000. As part of the new water purchase contract with the City of Toledo, the District agreed to pay its share of the FY 20-21 for the City's minor system maintenance which is \$117,354.33. The \$44,854.33 was paid on Dec 21, 2020, and the balance is due on July 30, 2021. Jay Senn asked when is the end of paying the City for minor system improvements. The GM explained this should be the last payment since the contract will end on December 31, 2021.

Line 24, Master Plan/Maps. Staff did not budget for this but budgeted it in the SDC Fund.

Line 26, Building Upgrades \$15,000. James Senn asked what building is going to be upgraded. Joy King explained this is for any repairs for the pump stations the District owns.

**Page 4**, line 5 to line 7 are required transfers from the General Fund to:

Line 5, RD Requirement Reserve Fund \$18,420, as required by USDA as a condition of the 2012 Revenue Bond to set aside \$7,430 annually until it reaches a balance of \$74,300; and for the 2020 Revenue Bond to set aside \$10,990 annually until the balance reaches \$109,900.

Line 6, Revenue Bond Payment Fund \$180,470. This is for annual loan payments of the 2012 Revenue Bond; the 2020 Revenue Bond; and the 2016 IFA Revenue Bond.

Line 7, Depreciation Reserve/SLARA \$84,000. This is a USDA requirement for the 2016 G.O. Bond to set aside \$84,000 annually for replacements of short-lived assets with 5-15 years of life listed by the engineer in the PER. This annual requirement will increase to \$112,000 when the district closes its \$6,549,000 G.O. Bond loan with USDA next year.

Line 14, Operating Contingencies \$100,000. Rob Mills asked what expenses would qualify for Operating Contingencies. Joy King explained that the operating contingencies amount needs to be transferred to expenditure line item approved by the Board by resolution before it can be spent.

**Page 5** is a recap of all expenditures from pages 2 – 4. James Senn asked if the Budget Committee approves the General Fund Budget pages 1- 5. Karen Otta replied YES, Glen Morris replies YES, Tom Ryan replied YES, Deanna Gravelle replied YES, Rob Mills replied YES, Sandra Mies-Grantham replied YES, and James Senn replies YES.

**Page 6, Debt Service Fund** is the budget to pay for the 2011, 2012, 2013, 2016 General Obligation Bonds payable from property taxes. Line 2, Working Capital is for payment of the unappropriated balance for the following year before taxes are collected.

Line 5 includes the interests from the City of Newport share of the 2011 & 2012 GO Bond. Line 6 includes the principal from the City of Newport share of the 2011 & 2012 GO Bond. Line 8 Taxes Necessary To Balance is the amount needed from property tax collection to pay the GO Bond loans.

Lines 12 – 14 are principal payments for 2011, 2012, 2013, 2016 GO Bond loans.

Lines 17 – 20 are interest payments for 2011, 2012, 2013, 2016 GO Bond loans.

Lines 22 – 25 Unappropriated Fund Balance for the Following year are payments for GO Bond loans due before property taxes are collected.

Line 27, Tax Credit Reserve \$36,800 is the balance of the City of Newport share of the 2007 GO Bond (now 2013 Refunding GO Bond) paid in advance. There was no question on page 6. James Senn asked if the Budget Committee approves the Debt Service Fund Budget, page 6. Karen Otta replied YES, Glen Morris replied YES, Tom Ryan replied YES, Deanna Gravelle replied YES, Rob Mills replied YES, Sandra Mies-Grantham replied YES, and James Senn replied YES. **Page 7, Revenue Bond Reserve Fund** page 7 is the budget to meet the obligation for the 2012 & 2020 USDA Revenue Bond loans, and the 2016 IFA Revenue Bond loan. Resources for this fund are from revenue from water sales as a transfer from the General Fund.

Line 4, \$180,470 is the transfer amount from the General Fund needed to meet the annual revenue debt obligations.

Lines 11 – 12 are principal payments for 2012, 2016, and 2020 Revenue Bond loans.

Line 14 – 16 are interest payments for 2012, 2016, and 2020 Revenue Bond loans. There was no question on page 7.

James Senn asked if the Budget Committee approves the Revenue Bond Reserve Fund Budget, page 7. Karen Otta replied YES, Glen Morris replied YES, Tom Ryan replied YES, Deanna Gravelle replied YES, Rob Mills replied YES, Sandra Mies-Grantham replied YES, and James Senn replied YES.

**Page 8, Capital Projects Fund** page 8 is the budget to fund the Beaver Creek Source Water Project. Funding comes from loans and grants from USDA and Business Oregon IFA.

Line 1, Working Capital, \$1,320,000 includes an estimated balance of \$1,000,000 interim loan carried over from the previous year and \$320,000 is the District's own fund that can be used to fund minor improvements.

Line 7, Grant Proceeds \$4,449,500. The District anticipates receiving grant proceeds from USDA after all the interim loan proceeds are expended. The approved USDA grants are \$2,799,500 and subgrant of \$1,500,000. The budgeted grant proceeds also include the balance of \$150,000 IFA forgivable loan.

Line 8, Loan Proceeds, \$6,549,000. The District anticipates spending all the interim loan proceeds in FY 2021-22. USDA will then close the District's G.O. Bond as a long-term loan and pay off the interim loan with BB&T (Truist Bank).

Line 16, Engineering \$570,000. It includes project management, software development for the Water Treatment Facility, and start up training. Tom Ryan asked if there is a requirement that the district should use local engineers. The GM, Adam Denlinger explained that USDA, which is the funding agency does not require hiring local engineers. The office of Jacobs Engineering who designs and manages the project is in Corvallis; the office of WesTech Engineering who built the filtration membrane is in Utah. Karen Otta asked if line 23, SRWD Major Improvements \$320,000 is the offsetting amount of the revenue included in Working Capital, line 2. Joy King replied yes, it is. James Senn asked if the Budget Committee approves the Capital Projects Fund Budget page 8. Karen Otta replied YES, Glen Morris replied YES, Tom Ryan replied YES, Deanna Gravelle replied YES, Rob Mills replied YES, Sandra Mies-Grantham replied YES, and James Senn replied YES.

**Page 9, RD Requirement Reserve** is a requirement of the 2012 & 2020 USDA Revenue Bond loans. The District has 10 years to contribute to this fund from the General Fund until the amount reaches the equivalent of a 1-year loan payment which is \$184,230. Line 5, Transfer from other funds \$18,420 includes the \$7,430 which is the 2012 Revenue Bond loan requirement and \$10,990 which is the 2020 Revenue Bond loan requirement. James Senn asked if the Budget Committee approves the RD Requirement Reserve Budget page 9. Karen Otta replied YES, Glen Morris replied YES, Tom Ryan replied YES, Deanna Gravelle replied YES, Rob Mills replied YES, Sandra Mies-Grantham replied YES, and James Senn replied YES.

**Page 10, SLARA/Depreciation Reserve** is a 2016 USDA G.O. Bond loan requirement to set aside \$84,000 annually to replace assets such as field and office equipment, vehicle, and other assets that have a life of 5 to 15 years. These short-lived assets are listed in the Preliminary Engineering Report prepared by Jacobs Engineering and approved by USDA.

Line 5, Transfer from GF \$84,000 to comply with USDA requirement.

Line 15 – 17 are capital outlay items. James Senn asked if the \$100,000 on line 16 will be used to buy heavy equipment. The GM, Adam Denlinger explained that it could potentially be used to replace the old dump truck which is costing more in repairs. James Senn asked if the Budget Committee approves the SLARA/Depreciation Reserve Budget page 10. Karen Otta replied YES, Glen Morris replied YES, Tom Ryan replied YES, Deanna Gravelle replied YES, Rob Mills replied YES, Sandra Mies-Grantham replied YES, and James Senn replied YES.

**Page 11, System Development Charges Reserve (SDCs).** This fund holds the SDC collections and can only be spent for projects approved by law that governs SDC collections such as, SDC Methodology Update and Master Plan Study/Update.

Line 2, Working Capital \$520,000 is the amount of SDC Collection in the Reserve at the beginning of FY 2021-22.

Line 7, System Development Charges \$73,410 is the estimated SDC collection for 20 new service connections at \$3,670.50.

Line 15-18 are capital outlays for expenditures that qualify for SDC funding. Line 16, Master Plan Study/Update \$50,000.

The District's Master Plan 2010 needs to be updated. Most of the projects in the 2010 Master Plan has been completed or are about to be completed. There are only a few smaller projects left to be completed. To be able to apply for any federal grants, the master plan needs to be updated to include new projects to upgrade the water main system. James Senn asked

188 if the Budget Committee approves System Development Charges Reserve, page 11. Karen Otta replied YES, Glen Morris  
189 replied YES, Tom Ryan replied YES, Deanna Gravelle replied YES, Rob Mills replied YES, Sandra Mies-Grantham replied  
190 YES, and James Senn replied YES.

191 **Page 12, Water Source & Distribution System Improvement Reserve.** The contribution to this reserve is from the  
192 General Fund. The District has not contributed to this reserve for 2 years. When the District applied for loans and grants  
193 from USDA, it was the recommendation of the area loan specialist not to build up this reserve to qualify for the grant and  
194 sub-grant. Line 23 is a transfer to the General Fund to cover the budget shortfall due to the increase in wholesale water  
195 purchase beginning November 2020 until December 2021. The District is paying a monthly base charge plus an outside  
196 rate per thousand gallons purchased. James Senn asked if the Budget Committee approves the Water Source &  
197 Distribution System Improvement Reserve, page 12. Karen Otta replied YES, Glen Morris replied YES, Tom Ryan replied  
198 YES, Deanna Gravelle replied YES, Rob Mills replied YES, Sandra Mies-Grantham replied YES, and James Senn replied  
199 YES.

200 **Page 13, SRWD Land and Buildings Reserve.** This reserve was set up to save money to purchase the land to build the  
201 office and shop facilities. The contribution came from General Fund. The balance in the fund could be used for improving  
202 the pump station buildings and the operations facility. James Senn asked if the Budget Committee approves the SRWD  
203 Land and Buildings Reserve, page 13. Karen Otta replied YES, Glen Morris replied YES, Tom Ryan replied YES, Deanna  
204 Gravelle replied YES, Rob Mills replied YES, Sandra Mies-Grantham replied YES, and James Senn replied YES.

205  
206 Motioned by Karen Otta to approve the Budget for FY 2021-22 pages 1 through 13. Glen Morris seconded the motion.  
207 James Senn asked for the Budget Committee's votes. Karen Otta voted YES, Glen Morris voted YES, Tom Ryan voted  
208 YES, Deanna Gravelle voted YES, Rob Mills voted YES, Sandra Mies-Grantham voted YES, and James Senn voted YES.  
209 Motion passed with 7 YES votes and 0 NO votes.

210  
211 Karen Otta motioned to approve the Permanent Rate Limit for General Fund Operation as .1259 per \$1,000 of the total  
212 assessed value of the District, and the Exempt Bond amount of \$799,300 as the ad Valorem property taxes to be certified  
213 for collection, as of July 1, 2021. Motion was seconded by Glen Morris. James Senn asked for the Budget Committee's  
214 votes. Karen Otta voted YES, Glen Morris voted YES, Tom Ryan voted YES, Deanna Gravelle voted YES, Rob Mills voted  
215 YES, Sandra Mies-Grantham voted YES, and James Senn voted YES. Motion passed with 7 YES votes and 0 NO votes.


216  
217 **Adjournment:** Karen Otta motioned to adjourn the meeting. President Rob Mills adjourned the meeting at 7:48 p.m.

218  
219 **Next Board Meeting:** May 13, 2021, at 4:00 p.m. Budget Hearing and Rate Hearing and Regular Board Meeting.

220  
221  
222  
223  
224  
225 Approved by Board President

Date:

Monthly Statistics		Comments				
Total customers	2629	Includes new connects Less Abandoned / Forfeited meter plus 3 SRWD meters (shop X 2 & office) plus 1 Hydrant meter				
New connections	1					
Reinstalls	0					
Abandonments/Forfeitures/Meter Removed	0					
Financial Report		Checking/MM	LGIP/PFMMA	Fund Balances	Comments	
General	\$293,165.41	\$17,455.60	\$310,621.01			
Bond	\$750,268.17	\$0.00	\$750,268.17			
Capital Projects	\$289,666.71	\$2,005,373.73	\$2,295,040.44		\$7,421,586 Interim Loan Proceeds	
Revenue Bond	\$2,719.53	\$73,848.22	\$76,567.75			
Rural Development Reserve	\$0.00	\$67,383.18	\$67,383.18			
Dist. Office/Shop Reserve		\$135,362.11	\$135,362.11			
Depreciation/SLARA Reserve	\$0.00	\$234,866.35	\$234,866.35			
SDC (formerly SIP)	\$0.00	\$569,194.33	\$569,194.33		\$1,109,635.50 SDC collections thru 4/30/2021	
Water Source Improvement Rsv	\$0.00	\$631,472.26	\$631,472.26			
<b>TOTALS</b>	<b>\$1,335,819.82</b>	<b>\$3,734,955.78</b>	<b>\$5,070,775.60</b>			
General Fund Review		Current	FYTD	Budgeted Amount	Comments	
Revenue	\$245,066.04	2,028,871.75	\$2,746,800.00			
Expenses	\$180,486.47	1,770,636.19	\$2,746,800.00		Contingency \$100,000; Transfers \$173550; Total expenses budgeted \$1,930,630	
Net Gain or (Loss) from Operations	<b>\$64,579.57</b>	<b>\$258,235.56</b>				
Water Sales Revenue Comparison		Month	FYTD	Comments		
Water Sales Current Year	\$149,393	\$1,544,888		Leak Adjustments & Billings Adjustments (YTD = July - June)		
Actual+In Lieu of Water Sales Less H2O CR	\$154,053	\$1,594,008		Less: Billing Adj YTD \$0.00; Leak Adj/Write off YTD \$900.67		
Water Sales Prior Year	\$136,522	\$1,467,613		TOTAL YTD ADJUSTMENTS \$900.67		
Actual+In Lieu of Water Sales Less H2O CR	\$141,522	\$1,516,913				
Over or (Under)	\$12,870.37	\$77,274.91				
Gallonage Comparison		Current	Prior Year	Cost Comparison	Current	Prior Year
Gallons Purchased	9,207,000	7,354,000	Toledo Charges	\$50,023.04	\$26,989.20	
Gallons Sold (includes accountable loss & intertie)	7,860,970	6,805,665	SRWD Sales	\$149,392.72	\$136,522.35	
Variance %	14.62%	7.46%	Ratio: Sales/Cost	2.99	5.06	
City of Newport Intertie Usage	0					
Gallons from Toledo Master Meter	9,306,000	3/11-4/12/21	Toledo Master Meter Readings read by SRWD field crew			
Total Gallons Accounted	7,824,093		From flushing, leaks, CL2 Analyzer, & fire hydrant use & R&G			
Total Gallons Unaccounted	1,481,907					
Water Loss Percentage	15.92%					
Approval To Pay Bills		Payroll 4/9/2021 \$20,211.60		Payroll 4/23/2021 \$19,662.40		
Month of:	April	(after meetings)	May			
	GF A/P	\$4,785.99	GF A/P	\$67,038.64	up to 5/8/2021	
	CPF A/P	\$0.00	CPF A/P	\$0.00		
	Bond / Rev Bond Fund	\$0.00	Bond / Rev Bond Fund	\$505,898.87		
	Depreciation Rsv	\$0.00	Depreciation Rsv	\$0.00		
	AMI Project-Phase 3	\$0.00	AMI Project-Phase 3	\$0.00		
	MP - Phase 4 (IFA)	\$0.00	MP - Phase 4 (IFA)	\$0.00		
	MP- Phase 4(USDA)	\$0.00	MP- Phase 4 (USDA)	\$0.00		
	MCWPP	\$0.00	MCWPP	\$6,146.25		
	MCWCC	\$0.00	MCWCC	\$0.00		
Monthly Accrual Statistics		Beg. Balance	Accrued	Used/Paid	Balance	
		3/31/2021			4/30/2021	
Office Overtime Hours (2-01)	0.00	0.00	0.00	0.00	0.00	
Field Overtime Hours (2-02)	0.00	2.75	2.75	0.00	0.00	
PTO (3-01)	2780.72	108.32	86.00	2823.04		
Comp Time (9-01 / 9-02)	148.92	19.50	32.50	135.92		

OBDD Disbursement Request										
	Recipient:	Seal Rock Water District							Project Number:	S18011
	Project Name:	Water Intake, Treatment and Transmission								5741-03
	Funding Programs:	Safe Drinking Water Revolving Loan Fund							Request Number:	31
	Reporting Period:	April 1	to	March 31, 2021				Final Draw?	<input type="radio"/> Yes <input checked="" type="radio"/> No	

OBDD Funds (Enter Whole Dollars Only)					Other / Matching Funds (Enter Whole Dollars Only)				All Funds
(A)	(B)	(C)	(D)	(E) = [B-C-D]	(F)	(G)	(H)	(I) = [F-G-H]	(J) = [C+D+G+H]
Activity	Approved Budget	Prior Disbursements	Current Request	Balance	Approved Budget	Prior Expenditures	Current Expenditure	Balance	Disbursed & Expended
Design / Engineering/Water Quality	\$1,341,373	\$1,187,971	\$3,771	\$149,631					\$1,191,742
Construction	1,951,000	1,951,000			8,684,199	3,804,515	382,757	4,496,927	6,138,272
Labor Standards	15,000	8,750	1,250	5,000					10,000
Pre-award: Consultant, Legal	95,014	95,014							95,014
Project Management	15,000	15,000							15,000
Land, Easements, ROW					475,480	475,480			475,480
Geotechnical Evaluations	26,675	26,675			24,302	24,302			50,977
Permitting and Regulatory Fees					216,940	216,940			216,940
Consultant/Legal/Admin	36,938	36,938			146,012	109,097		36,915	146,035
Interim Loan/Refinancing					1,570,914	1,319,324		251,590	1,319,324
Engineering-Construction Mgmt					1,101,000	605,643		495,357	605,643
Tree Clearing					13,785	13,785			13,785
Contingency					385,878			385,878	
Construction- Electrical, Testing					220,305	215,962	4,343		220,305
Construction-Membrane					858,685	678,948		179,737	678,948
<b>Total</b>	<b>\$3,481,000</b>	<b>\$3,321,348</b>	<b>\$5,021</b>	<b>\$154,631</b>	<b>\$13,697,500</b>	<b>\$7,463,996</b>	<b>\$387,100</b>	<b>\$5,846,404</b>	<b>\$11,177,465</b>

<b>Certification:</b> We certify that the data are correct and that the amount requested is not in excess of current needs.				<b>For OBDD Use Only:</b> I have reviewed this request and approve payment to the above mentioned recipient in the amount(s) listed below.			
				Dollar Amount	Funding Type	Funding Program	
General Manager			5/14/2021	Loan / Grant / Forgivable		(If more than one source of funds)	
Authorized Signature & Title				Date			
Office Manager			5/14/2021				
Authorized Signature & Title				Date			
Joy S King		541-563-3599					
Project Contact for Payment Notification		Phone Number					
jking@srd.org / info@srd.org							
E-Mail Address				Contract Administrator Signature	Date	Manager Signature	Date

c:\msoffice\excel\guide21			OR Instruction 1780					
<b>BEAVER CREEK SOURCE WATER PROJECT-Phase IV</b>			Modified OR Guide 21					
<b>PROJECT MONITORING REPORT</b>		1. Type of Request		2. Report No. 11				
		Final <input type="checkbox"/> Partial <input checked="" type="checkbox"/>		updated 7-17-2020				
<b>3. REPORT PERIOD</b>		<b>4. BORROWER INFORMATION</b>						
Ending 04/30/2021		Name: Seal Rock Water District						
		Address: 1037 NW Grebe Street, Seal Rock, OR 97376						
<b>BUDGET ITEMS</b>		<b>STATUS OF BUDGET</b>						
(All entries under Column "b" must be justified with an attachment) (All entries under column "e" must be documented with an attached invoice)		(a)	(b)	(c)	(d)	(e)	(f)	(g)
		Budgeted Amounts (from LOC)	Budget Change	Revised Budget	Previous Total	This Period	TOTAL (d)+(e)	Remaining Balance (c)-(f)
a. Engineering- Design		\$947,000	\$91,000	\$1,038,000	\$1,037,163		\$1,037,163	\$837
b. Engineering- Membrane Pre-purchase		\$35,000	\$2,990	\$37,990	\$37,990		\$37,990	\$0
c. Engineering- Bid Services		\$45,000	\$0	\$45,000	\$44,997		\$44,997	\$3
d. Engineering- Basic Engineering		\$380,000	\$27,800	\$407,800	\$407,800		\$407,800	\$0
e. Engineering- Project Inspection		\$0	\$403,200	\$403,200	\$103,099		\$103,099	\$300,101
f. Engineering- Start Up		\$20,000	\$10,000	\$30,000	\$0		\$0	\$30,000
g. Engineering- Software Development		\$0	\$215,000	\$215,000	\$49,746		\$49,746	\$165,254
h. Legal Services/Land Purch. (easements)		\$400,000	\$75,480	\$475,480	\$475,480		\$475,480	\$0
i. Geotechnical Site Investigation		\$51,000	\$0	\$51,000	\$50,977		\$50,977	\$23
j. Surveying		\$26,000	\$3,962	\$29,962	\$29,962		\$29,962	\$0
k. Permitting		\$170,000	\$46,940	\$216,940	\$216,940		\$216,940	\$0
l. Archeological		\$40,000	\$0	\$40,000	\$0		\$0	\$40,000
m. Bond counsel Services		\$80,000	-\$32,500	\$47,500	\$42,500		\$42,500	\$5,000
n. Interim Interest & Expense		\$360,000	\$0	\$360,000	\$109,410		\$109,410	\$250,590
o. Admin/Legal		\$12,000	\$24,635	\$36,635	\$36,635		\$36,635	\$0
p. Line of Credit Refinance (COT expenses)		\$1,616,500	-\$429,500	\$1,187,000	\$1,187,000		\$1,187,000	\$0
q. Line of Credit Redinance- Interest		\$0	\$23,914	\$23,914	\$22,914		\$22,914	\$1,000
r. Contingency		\$1,306,000	-\$925,870	\$380,130	\$0		\$0	\$380,130
s. Additional IFA Services		\$0	\$368,558	\$368,558	\$306,510	\$5,021	\$311,531	\$57,027
t. Tree Clearing		\$0	\$13,785	\$13,785	\$13,785		\$13,785	\$0
u. Tank Removal		\$0	\$18,752	\$18,752	\$18,752		\$18,752	\$0
v. Construction Costs:					\$0			
1. Contractor R&G		\$8,966,000	\$1,664,227	\$10,630,227	\$5,656,137	\$382,757	\$6,038,894	\$4,591,333
2. Westech- Membrane Purchase		\$922,000	-\$23,315	\$898,685	\$718,948		\$718,948	\$179,737
3. Other - Electrical at Intake/WTP.		\$0	\$202,422	\$202,422	\$198,079	\$4,343	\$202,422	\$0
4. Other-Compaction Test		\$0	\$20,520	\$20,520	\$20,520		\$20,520	\$0
<b>x. TOTAL PROJECT COST</b>		<b>\$15,376,500</b>	<b>\$1,802,000</b>	<b>\$17,178,500</b>	<b>\$10,785,344</b>	<b>\$392,121</b>	<b>\$11,177,465</b>	<b>\$6,001,035</b>
y. Funding Allocation								
1) Business Oregon Loan/Grant		\$3,481,000	\$0	\$3,481,000	\$3,321,348	\$5,021	\$3,326,369	\$154,631
2) USDA Rev Bond Loan		\$2,547,000	\$0	\$2,547,000	\$2,547,000		\$2,547,000	\$0
3) USDA GO Bond Loan		\$6,549,000	\$0	\$6,549,000	\$4,614,996	<b>\$387,100</b>	\$5,002,096	\$1,546,904
4) USDA Grant		\$2,799,500	\$0	\$2,799,500	\$0		\$0	\$2,799,500
5) USDA Sub Grant		\$0	\$1,500,000	\$1,500,000	\$0		\$0	\$1,500,000
6) Applicant Contribution		\$0	\$302,000	\$302,000	\$302,000		\$302,000	\$0
7) Interest								
<b>z. TOTAL PROJECT FUNDING</b>		<b>\$15,376,500</b>	<b>\$1,802,000</b>	<b>\$17,178,500</b>	<b>\$10,785,344</b>	<b>\$392,121</b>	<b>\$11,177,465</b>	<b>\$6,001,035</b>
aa. Percentage of Completion					63%	2%	65%	35%
<b>5. CERTIFICATION</b>								
I certify that to the best of my knowledge and belief costs or disbursements shown are in accordance with the terms of the project and that an inspection has been performed and all work is in accordance with the terms of the construction contract.								
<b>BORROWER</b>			Signature of Authorized Certifying Official			Date Submitted:		
			Adam Denlinger, General Manager			5/14/2021		
						Telephone:		
						(541) 563-3529		
<b>6. RURAL DEVELOPMENT ACCEPTANCE</b>								
This form and attachments have been reviewed and are accepted by Rural Utilities Service unless otherwise noted. This review and acceptance by RUS does not attest to the correctness of the amounts, the quantities shown, or that the work has been performed under the terms of the agreements or contracts.								
<b>RURAL UTILITIES SERVICE</b>			Signature of Authorized Certifying Official			Date Submitted:		
			Jay DeLapp, Area Loan Specialist			Telephone:		
						(541) 801-2682		



Contractor's Application for Payment No. 11

Application Period:	3/26/21-4/25/21	Application Date:	5/5/2021
To (Owner):	Seal Rock Water District	From (Contractor):	R&G Excavating, Inc.
Project:	Phase IV Beaver Creek Water Supply Seal Rock, Oregon	Via (Engineer):	Jacobs Engineering Group
Contract:	Phase IV Beaver Creek Water Supply	Contractor's Project No.:	2003
Owner's Contract No.:	D3362301	Engineer's Project No.:	D3362301

Application For Payment  
Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
1	\$0.00	\$0.00
2	\$3,372.86	\$0.00
3	\$0.00	\$60,524.00
4	\$9,199.49	\$0.00
5	\$0.00	\$6,849.36
6	\$0.00	\$4,972.47
<b>TOTALS</b>		
	\$12,572.35	\$72,345.83
<b>NET CHANGE BY CHANGE ORDERS</b>	<b>-\$59,773.48</b>	

1. ORIGINAL CONTRACT PRICE.....	\$ 10,690,090.00
2. Net change by Change Orders.....	\$ -59,773.48
3. Current Contract Price (Line 1 ± 2).....	\$ 10,630,226.52
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$ 6,356,730.11
5. RETAINAGE:	
a. 5% X \$ 5,433,861.65 Work Completed.....	\$ 271,693.08
b. 5% X \$ 922,868.46 Stored Material.....	\$ 46,143.43
c. Total Retainage (Line 5.a + Line 5.b).....	\$ 317,836.51
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 6,038,893.60
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 5,656,136.89
8. AMOUNT DUE THIS APPLICATION.....	\$ 382,756.71
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$ 4,591,332.92

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature:

By:  Glinda Ireland  
Operations Manager

Date:  May 7, 2021

Payment of: \$  382,756.71  
(Line 8 or other - attach explanation of the other amount)

is recommended by:  5/5/2021  
Jennifer Koch, Project Engineer, Jacobs (Date)

Payment of: \$  382,756.71  
(Line 8 or other - attach explanation of the other amount)

is approved by:   
Adam Denlinger, General Manager, Seal Rock Water District (Date)

is approved by:   
Holly Halligan or Jay Del-app, Loans Specialist, USDA-RD (Date)











Line Item No.	DESCRIPTION A	ORIGINAL ESTIMATE B LUMP SUM PRICES	PREVIOUS WORK COMPLETED C		THIS MONTH WORK COMPLETED D, E, F							TOTAL VALUE REMAINING G (B-F)	PAYMENT/RETAINAGE			
			Previous %	Previous Value	% This Month	This Month Value	This Month's Materials Added	Previous Stored Materials	Installed Materials	Balance of Materials Stored	Total %		Total Value	Retainage This Month	Payment This Month	Total Retainage
205	Sodium Hydroxide System (Intake) Install	\$ 3,000.00	0.0%	\$ -	0.0%	\$ -		\$ -	\$ -	\$ -	0.0%	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -
206	Chemical Feed Start-Up & Training	\$ 6,000.00	0.0%	\$ -	0.0%	\$ -		\$ -	\$ -	\$ -	0.0%	\$ -	\$ 6,000.00	\$ -	\$ -	\$ -
<b>Raw Water Intake Pump Station</b>																
207	Concrete	\$ 14,669.00	100.0%	\$ 14,669.00					\$ -		100.0%	\$ 14,669.00	\$ -	\$ -	\$ -	\$ 733.45
208	Rebar	\$ 6,587.00	100.0%	\$ 6,587.00					\$ -		100.0%	\$ 6,587.00	\$ -	\$ -	\$ -	\$ 329.35
209	Rebar Install	\$ 2,520.00	100.0%	\$ 2,520.00					\$ -		100.0%	\$ 2,520.00	\$ -	\$ -	\$ -	\$ 126.00
210	Dewatering & Cofferdam	\$ 85,000.00	100.0%	\$ 85,000.00					\$ -		100.0%	\$ 85,000.00	\$ -	\$ -	\$ -	\$ 4,250.00
211	Piping	\$ 53,470.00	100.0%	\$ 53,470.00					\$ -		100.0%	\$ 53,470.00	\$ -	\$ -	\$ -	\$ 2,673.50
212	Piping Installed	\$ 9,500.00	100.0%	\$ 9,500.00					\$ -		100.0%	\$ 9,500.00	\$ -	\$ -	\$ -	\$ 475.00
213	Mechanical installed	\$ 76,430.00	95.5%	\$ 73,000.00	0.0%	\$ -		\$ -	\$ -		95.5%	\$ 73,000.00	\$ 3,430.00	\$ -	\$ -	\$ 3,650.00
214	Cathodic Protection	\$ 2,000.00	100.0%	\$ 2,000.00					\$ -		100.0%	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 100.00
215	Grating	\$ 3,975.00	0.0%	\$ -	0.0%	\$ -	\$ 3,312.00	\$ -	\$ 3,312.00		0.0%	\$ 3,312.00	\$ 663.00	\$ -	\$ -	\$ 165.60
216	Sidewalk Hatch	\$ 6,000.00	0.0%	\$ -	0.0%	\$ -	\$ 3,693.00	\$ -	\$ 3,693.00		0.0%	\$ 3,693.00	\$ 2,307.00	\$ -	\$ -	\$ 184.65
217	Aluminum Hatch	\$ 18,500.00	100.0%	\$ 18,500.00					\$ -		100.0%	\$ 18,500.00	\$ -	\$ -	\$ -	\$ 925.00
218	Fish Screening System	\$ 44,810.00	41.5%	\$ 18,578.15	0.0%	\$ -	\$ 26,231.85	\$ -	\$ 26,231.85		41.5%	\$ 44,810.00	\$ -	\$ -	\$ -	\$ 2,240.50
219	Fish Screening System Install	\$ 10,000.00	100.0%	\$ 10,000.00					\$ -		100.0%	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 500.00
220	Raw Water Intake Pumps	\$ 109,000.00	100.0%	\$ 109,000.00					\$ -		100.0%	\$ 109,000.00	\$ -	\$ -	\$ -	\$ 5,450.00
221	Raw Water Intake Pumps Install	\$ 5,000.00	90.0%	\$ 4,500.00	0.0%	\$ -	\$ -	\$ -	\$ -		90.0%	\$ 4,500.00	\$ 500.00	\$ -	\$ -	\$ 225.00
222	Pump Cans	\$ 30,000.00	100.0%	\$ 30,000.00					\$ -		100.0%	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 1,500.00
223	Paint	\$ 4,500.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		0.0%	\$ -	\$ 4,500.00	\$ -	\$ -	\$ -
<b>123rd Pump Station (Lost Creek)</b>																
224	Concrete Pad	\$ 3,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		0.0%	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -
225	Electrical and Controls	\$ 8,936.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		0.0%	\$ -	\$ 8,936.00	\$ -	\$ -	\$ -
226	Booster Pump Station	\$ 123,924.00	0.0%	\$ -	0.0%	\$ -	\$ 122,224.00	\$ -	\$ 122,224.00		0.0%	\$ 122,224.00	\$ 1,700.00	\$ -	\$ -	\$ 6,111.20
227	Piping	\$ 15,794.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		0.0%	\$ -	\$ 15,794.00	\$ -	\$ -	\$ -
228	Piping Installed	\$ 6,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		0.0%	\$ -	\$ 6,000.00	\$ -	\$ -	\$ -
<b>98th PRV</b>																
229	Electrical and Controls	\$ 8,630.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		0.0%	\$ -	\$ 8,630.00	\$ -	\$ -	\$ -
230	Piping	\$ 11,398.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		0.0%	\$ -	\$ 11,398.00	\$ -	\$ -	\$ -
231	Piping Installed	\$ 4,500.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -		0.0%	\$ -	\$ 4,500.00	\$ -	\$ -	\$ -
<b>Original Contract Subtotal</b>		<b>\$ 10,690,000.00</b>		<b>\$ 5,119,517.13</b>		<b>\$ 374,118.00</b>	<b>\$ 30,283.80</b>	<b>\$ 894,084.66</b>	<b>\$ (1,500.00)</b>	<b>\$ 922,868.46</b>	<b>60%</b>	<b>\$ 6,416,503.59</b>	<b>\$ 4,273,496.41</b>	<b>\$ 20,145.09</b>	<b>\$ 382,756.71</b>	<b>\$ 320,825.18</b>
<b>Change Orders</b>																
CO 001	Contract Time Change - NO Cost	\$ -														
CO 002	Fish Salvage Operations	\$ 3,372.86	100.0%	\$ 3,372.86							100.0%	\$ 3,372.86	\$ -	\$ -	\$ -	\$ 168.64
CO 003	CLSM Credit	\$ (60,524.00)	100.0%	\$ (60,524.00)							100.0%	\$ (60,524.00)	\$ -	\$ -	\$ -	\$ (3,016.20)
CO 004	Helical Piles Install	\$ 9,199.49	100.0%	\$ 9,199.49							100.0%	\$ 9,199.49	\$ -	\$ -	\$ -	\$ 459.97
CO 005	Bentonite Sub on Access Roads	\$ (6,849.36)	100.0%	\$ (6,849.36)							100.0%	\$ (6,849.36)	\$ -	\$ -	\$ -	\$ (342.47)
CO 006	Credit for Water Services	\$ (4,972.47)	100.0%	\$ (4,972.47)							100.0%	\$ (4,972.47)	\$ -	\$ -	\$ -	\$ (248.62)
<b>ADJUSTED CONTRACT TOTALS</b>		<b>\$ 10,630,226.52</b>		<b>\$ 5,059,743.65</b>		<b>\$ 374,118.00</b>	<b>\$ 30,283.80</b>	<b>\$ 894,084.66</b>	<b>\$ (1,500.00)</b>	<b>\$ 922,868.46</b>	<b>60%</b>	<b>\$ 6,356,730.11</b>	<b>\$ 4,273,496.41</b>	<b>\$ 20,145.09</b>	<b>\$ 382,756.71</b>	<b>\$ 317,836.51</b>

**MONTHLY INVOICE SUMMARY**

TOTAL WORK COMPLETED TO DATE, Line 5a	\$	5,433,861.65
Materials On Hand	\$	924,368.46
Installed Materials	\$	(1,500.00)
Materials - Installed = Line 5b	\$	922,868.46
SUB TOTAL, Line 4	\$	6,356,730.11
Retainage 5%, Line 5c	\$	317,836.51
SUB TOTAL LESS RETAINAGE, Line 6	\$	6,038,893.60
LESS: PREVIOUS PAYMENTS, Line 7	\$	5,656,136.89
TOTAL PAYMENT DUE, Line 8	\$	382,756.71



Change Order No. 03

Date of Issuance: March 8, 2021	Effective Date: March 2, 2021
Owner: Seal Rock Water District	Owner's Contract No.: D3362301
Contractor: WesTech	Contractor's Project No.: 2370A
Engineer: Jacobs Engineering Group	Engineer's Project No.: D3362301
Project: Phase IV Beaver Creek Water Supply	Contract Name: Phase IV Beaver Creek Water Supply

The Contract is modified as follows upon execution of this Change Order:

Description: Addition of shelf spare level transmitter for the UF Feed Tank and change order credit for the panel mounted solenoid manifold.

Attachments: *WesTech change order for shelf spare level transmitter for UF Feed Tank and change order credit for solenoid manifold.*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$ 922,808</u>	Original Contract Times: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days or dates
<u>[Increase] [Decrease]</u> from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : <u>\$ 41,417</u>	<u>[Increase] [Decrease]</u> from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days
Contract Price prior to this Change Order: <u>\$ 898,685</u>	Contract Times prior to this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days or dates
<u>[Increase] [Decrease]</u> of this Change Order: <u>\$ 2,382</u>	<u>[Increase] [Decrease]</u> of this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days or dates
Contract Price incorporating this Change Order: <u>\$ 901,067</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days or dates

RECOMMENDED: By: <u><i>[Signature]</i></u> Title: <u>Project Engineer</u> Date: <u>4-22-21</u>	ACCEPTED: By: <u><i>[Signature]</i></u> Title: <u>INTERNAL MANAGER</u> Date: <u>APRIL 20, 2021</u>	ACCEPTED: By: <u>Dan Dye</u> Title: <u>Product Manager</u> Date: <u>04.12.21*</u>
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Digitally signed by Dan Dye  
DN: cn=Dan Dye, o=EJCDC,  
ou=WesTech Engineering, Inc.,  
c=Oregon, st=Montana, postalCode=97101, email=ddye@wst.com

\*Terms remain the same as in the Purchase Order Acceptance Letter dated October 26, 2018.

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_



# Change Order Proposal Form

3665 South West Temple, Salt Lake City, UT 84115  
Phone: 801.265.1000

Job Name: Beaver Creek Water Supply Membrane Equipment  
Job No: 23670A  
Customer: Seal Rock Water District, Oregon  
Customer Contact: Adam Denlinger  
WesTech Contact: Melissa Nichols  
WesTech Email: [mnichols@westech-inc.com](mailto:mnichols@westech-inc.com)

Ref. PO/Contract:  
Revision No: CO3  
Date: 4/22/2021  
Validity Period: 30 days

### SCOPE

Item	Description of Change and Statement of Reason	Net Price (USD)
A-1	Shelf Spare Level Transmitter Model Rosemount 3051, p/n 3051TG1A2B21A	\$2,782.00
A-2	Deduct for solenoid manifold	-\$400.00
Freight Terms	FOB Shipping Point, Prepaid and Added Estimated at \$50, to be invoiced at actual cost	Not Included
	Taxes (sales, use, VAT, IVA, IGV, duties, import fees, etc.)	Not Included
	<b>Total, Excluding Taxes If Applicable</b>	<b>\$2,382.00</b>


### TERMS

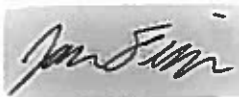
- (1) Unless specifically identified above or attached to the contrary, this Job Change Order does not impact Terms and Conditions for the Purchase of Goods and Services of the Existing Agreement.
- (2) This order is subject to all specifications above as well as attachments included.
- (3) Any added equipment will ship with the primary equipment, unless otherwise noted.
- (4) This change adds an additional 0 days to the project schedule.

### AUTHORIZATION

Seal Rock Water District, Oregon

WesTech Engineering, Inc.

 5-6-21  
 Signed By: \_\_\_\_\_ Date  
 Title: GENERAL MANAGER.

 Jason Frazier  
 2021.04.29 17:38:02  
 -06'00'  
 Signed by: \_\_\_\_\_ Date  
 Title: \_\_\_\_\_



PO Box 190 – 1037 NW Grebe Street – Seal Rock, Oregon 97376  
 Phone: 541.563.3529 – Fax 541.563.4246 – Web: [www.srwd.org](http://www.srwd.org)

## Seal Rock Water District

General Manager's Report:  
 Board Meeting May 13, 2021

*This report is an executive summary provided with this Board agenda to Commissioners with recommended actions if any. Detailed information, staff reports, and supporting materials are provided within the full agenda packet.*

### PHASE-IV BEAVER CREEK SOURCE WATER PROJECT:

District staff and engineer along with funding partners from USDA-RD meet bi-weekly with R&G Excavating to discuss project schedule and status. Construction at the WTP site includes continued work on the backwash basin and membrane building. Several concrete pours on the backwash basin were completed in late April. Concrete footings were also poured on the membrane building. Concrete Masonry subcontractor is expected to mobilize in early May to begin the block construction of the membrane building and intake.

#### Raw Water Intake Structure:

Cement pad for the pump station building has been completed. Final site grading has been completed in preparation for the subcontractor to begin the block wall construction. Erosion control BMPs continue in place and have been reestablished as some wet weather continues. CPI has completed the power installation to the intake site.



*Beaver Creek Intake Pump Station Building:*

*Seal Rock Water District is an Equal Opportunity Service Provider and Employer.*

Adam Denlinger, General Manager

[adenlinger@srwd.org](mailto:adenlinger@srwd.org)

[www.srwd.org](http://www.srwd.org)



**Membrane Water Treatment Plant:**

The Contractor focused their efforts on continued rebar and concrete placement for the backwash basin, and the membrane building footings. R&G's subcontractor Paso Robles Tank has completed the interior coating of the clearwell tank.



*Membrane Building Construction with Clearwell in the background and Backwash Basin to the left:*

**NEW DISTRICT EMPLOYEE:**

SRWD is pleased to announce the arrival of a new employee in April. Mr. Kenneth Tanner (Kenny) joined the district on April 20th and has worked for other municipalities and has a background and certification in water distribution. Kenny's primary role will be to support the operation and maintenance of the distribution system. Kenney and his family are new to the Oregon Coast and the district is pleased to have him join the SRWD team.

**OTHER NOTABLE ACTIVITIES FOR THE MONTH INCLUDE:**

- Attended on-site Beaver Creek water quality field data collection.
- Reviewed several Requests for Information (RFI's) for the Beaver Creek Project.
- Attended several meetings related to treatment plant operational software.
- Staff completed a proposed FY 2021 – 2022 budget in preparation for the April 15, 2021, Budget meeting.
- Attended SDAO Legislative Committee meetings, and SDAO Water Committee meetings.
- Attended SDAO Board Meeting.
- Attended the Mid-Coast Water Conservation Consortium Meetings.
- Hosted USDA-RD Beaver Creek Project Site Visit.
- Served as a panel member for the City of Newport for PW Director Recruitment.
- Attended several video conferences with engineers, contractors, and USDA to discuss submittals and schedule for work on the Beaver Creek Source water project.
- Attended monthly OWUC Meeting.
- Hosted SRWD safety/staff meeting.

*Seal Rock Water District is an Equal Opportunity Service Provider and Employer.*

Adam Denlinger, General Manager

[adenlinger@srwd.org](mailto:adenlinger@srwd.org)

[www.srwd.org](http://www.srwd.org)

PO Box 190 · 1037 NW Grebe Street · Seal Rock, Oregon 97376  
Phone: 541.563.3529 · FAX 541.563.4246 · Email: info@srwd.org



## Seal Rock Water District

DATE ACTION REQUESTED: May 13, 2021							
Ordinance		Resolution		Motion		Public Hearing	X
Date Prepared: April 15, 2021				Dept.: Administration			
SUBJECT: Public Hearing - Proposed Water Rate Adjustment				Contact Person for this Item: Adam Denlinger, General Manager adenlinger@srwd.org. 541-563-4447			

### RECOMMENDED BOARD ACTION:

Subject to ORS Chapter 264.312; conduct a public hearing to receive public testimony concerning proposed water rate adjustment for FY 2021 - 2022.

### FINANCIAL IMPACTS:

The philosophy of the District has been to maintain a program of small annual increases to lessen the need for larger increases. Other considerations include increases from the District's source water provider, satisfying annual debt service, transfers to capital, and source water reserves.

### BACKGROUND:

Historically, the SRWD Board of Commissioners evaluates the rate annually for addressing any necessary increase in the rate and then requests that staff develop a proposal (potential scenario attached) for a rate increase that was provided to the Board on April 8, 2021. The Board directed staff to schedule a public hearing on May 13, 2021, to provide the community the opportunity to submit public testimony. As a result of negotiation with the district's primary source water supplier, the district received a large increase in the purchase of wholesale water. Following the direction of the Board at the April 8, 2021 Board meeting, staff is providing the following rate adjustment scenario for a proposed rate increase to be included in the 2021 – 2022 budget.

Rate making for community water systems is largely the philosophy of the governing body. The SRWD Board of Commissioners has chosen to take a proactive position to correct system deficiencies before the system fails. To do that rates or the district's taxing authority are subject to increase. In the case of the SRWD, both the rate and the district's taxing authority have been impacted. The district has enjoyed comparatively low rates when considering the communities around us. The Board elected the last couple of years not to increase the rate, most notably due to economic conditions brought on by the pandemic. Adjustment in the rate never seems to be welcome news. However, when we look at the overall picture, where would our rates be if we had not received over \$5.3M in grant funding toward recent major capital improvements? Obtaining sizable grants demonstrates a level of fiscal responsibility and stretches every available ratepayer dollar to the fullest capacity. Through grant funding, the district has been successful at maintaining reasonable water rates for our customers.

While the Board has fought to protect the rates for our customers, the district is experiencing increased project cost due to government requirements for American Iron and Steel (AIS) products, and Buy American requirements, which the Board is in support of. However, this has increased cost. Even though the district has been fortunate to obtain sizable grants, the additional cost for materials remains. Adjustment in the rate is a policy decision and is subject to public hearing in accordance with ORS, Chapter 264.312.

Presented By: \_\_\_\_\_

*A. Denlinger*

5/10/2021

**PROPOSED RATE INCREASE**

**PROPOSAL 1**

Current Rate		PROPOSED RATE				
		BASE	WATER per 1,000 gallons			
		\$40.00	0.00%			
	Use Rate	Total Bill	Use Rate	Total Bill	\$ Incr	% Incr.
<b>Base</b>		\$33.50	\$40.00	\$40.00	\$6.50	19.40%
<b>1,000</b>	\$5.20	\$38.70	\$6.00	\$46.00	\$7.30	18.86%
<b>2,000</b>	\$6.40	\$45.10		\$54.50	\$9.40	20.84%
<b>3,000</b>	\$7.75	\$52.85		\$63.00	\$10.15	19.21%
<b>4,000</b>	\$8.41	\$61.26	\$8.50	\$71.50	\$10.24	16.72%
<b>5,000</b>		\$70.62		\$82.00	\$11.38	16.11%
<b>6,000</b>		\$79.98		\$92.50	\$12.52	15.65%
<b>7,000</b>	\$9.36	\$89.34	\$10.50	\$103.00	\$13.66	15.29%
<b>8,000</b>		\$100.33		\$116.00	\$15.67	15.62%
<b>9,000</b>		\$111.32		\$129.00	\$17.68	15.88%
<b>10,000</b>		\$122.31		\$142.00	\$19.69	16.10%
<b>11,000</b>		\$133.30		\$155.00	\$21.70	16.28%
<b>12,000</b>		\$144.29		\$168.00	\$23.71	16.43%
<b>13,000</b>	\$10.99	\$155.28	\$13.00	\$181.00	\$25.72	16.56%
<b>14,000</b>		\$169.01		\$198.00	\$28.99	17.15%
<b>15,000</b>		\$182.74		\$215.00	\$32.26	17.65%
<b>16,000</b>		\$196.47		\$232.00	\$35.53	18.08%
<b>17,000</b>	\$13.73	\$210.20	\$17.00	\$249.00	\$38.80	18.46%
<b>18,000</b>		\$230.70		\$272.50	\$41.80	18.12%
<b>19,000</b>		\$251.20		\$296.00	\$44.80	17.83%
<b>20,000</b>	\$20.50	\$271.70	\$23.50	\$319.50	\$47.80	17.59%
<b>21,000</b>		\$293.63		\$346.50	\$52.87	18.01%
<b>22,000</b>		\$315.56		\$373.50	\$57.94	18.36%
<b>23,000</b>		\$337.49		\$400.50	\$63.01	18.67%
<b>24,000</b>		\$359.42		\$427.50	\$68.08	18.94%
<b>25,000</b>		\$381.35		\$454.50	\$73.15	19.18%
<b>30,000</b>	\$21.93	\$491.00	\$27.00	\$589.50	\$98.50	20.06%
						17.67%
Domestic Added Income				\$303,974		
Commercial Inside & Outside		48	7	\$19,773		
Domestic Outside			23	\$3,571		
<b>TOTAL:</b>				<b>\$327,318</b>		

COMMERCIAL INSIDE DISTRICT

Proposal 1

5/10/2021

\$ 7.50

\$ 8.50

\$ 9.50

\$ 10.50

\$ 11.50

\$ 12.50

	Proposed Base		125 3/4"			121 1"			128 1 1/2"			122 2"			123 3"			124 4"			127 6"			
	Current	Proposed	Current	Proposed	%	Current	Proposed	%	Current	Proposed	%	Current	Proposed	%	Current	Proposed	%	Current	Proposed	%	Current	Proposed	%	
Base		\$6.50	\$49.95	\$58.45	13.01%	\$85.35	\$92.85	8.8%	\$106.80	\$115.10	8.0%	\$159.55	\$189.05	6.0%	\$263.55	\$274.05	4.0%	\$316.60	\$328.10	3.6%	\$472.60	\$485.10	2.6%	
1000	\$4.99	\$6.00	\$54.94	\$62.45	13.67%	\$90.34	\$98.85	9.4%	\$111.59	\$121.10	8.5%	\$164.54	\$175.05	6.4%	\$268.54	\$280.05	4.3%	\$321.59	\$334.10	3.9%	\$477.59	\$491.10	2.8%	
2000	\$7.05	\$8.50	\$81.99	\$70.95	14.45%	\$97.39	\$107.35	10.2%	\$118.64	\$129.60	9.2%	\$171.59	\$183.55	7.0%	\$275.59	\$288.55	4.7%	\$328.64	\$342.60	4.2%	\$484.64	\$499.60	3.1%	
3000			\$99.04	\$79.45	15.08%	\$104.44	\$115.85	10.9%	\$125.69	\$138.10	9.9%	\$178.64	\$192.05	7.5%	\$282.64	\$297.05	5.1%	\$335.69	\$351.10	4.6%	\$491.69	\$508.10	3.3%	
4000			\$78.09	\$87.95	15.59%	\$111.49	\$124.35	11.5%	\$132.74	\$146.80	10.4%	\$185.69	\$200.55	8.0%	\$289.69	\$305.55	5.5%	\$342.74	\$359.60	4.9%	\$498.74	\$516.60	3.6%	
5000			\$63.14	\$96.45	18.01%	\$118.54	\$132.85	12.1%	\$139.79	\$155.10	11.0%	\$192.74	\$209.05	8.5%	\$296.74	\$314.05	5.8%	\$349.79	\$368.10	5.2%	\$505.79	\$525.10	3.8%	
6000			\$90.19	\$104.95	18.37%	\$125.59	\$141.35	12.5%	\$146.84	\$163.60	11.4%	\$199.79	\$217.55	8.9%	\$303.79	\$322.55	6.2%	\$356.84	\$376.60	5.5%	\$512.84	\$533.60	4.0%	
7000			\$97.24	\$113.45	16.67%	\$132.64	\$149.85	13.0%	\$153.89	\$172.10	11.8%	\$206.84	\$228.05	9.3%	\$310.84	\$331.05	6.5%	\$363.89	\$385.10	5.8%	\$519.89	\$542.10	4.3%	
8000	\$8.07	\$10.50	\$105.31	\$123.95	17.70%	\$140.71	\$160.35	14.0%	\$161.96	\$182.60	12.7%	\$214.91	\$236.55	10.1%	\$318.91	\$341.55	7.1%	\$371.96	\$395.60	6.4%	\$527.96	\$552.60	4.7%	
9000			\$113.38	\$134.45	18.58%	\$148.78	\$170.85	14.8%	\$170.03	\$193.10	13.6%	\$222.98	\$247.05	10.8%	\$326.98	\$352.05	7.7%	\$380.03	\$406.10	6.9%	\$536.03	\$563.10	5.1%	
10000			\$121.45	\$144.95	19.35%	\$156.85	\$181.35	15.6%	\$178.10	\$203.60	14.3%	\$231.05	\$257.55	11.5%	\$335.05	\$362.55	8.2%	\$388.10	\$416.60	7.3%	\$544.10	\$573.60	5.4%	
11000			\$129.52	\$155.45	20.02%	\$164.92	\$191.85	16.3%	\$198.17	\$214.10	15.0%	\$239.12	\$268.05	12.1%	\$343.12	\$373.05	8.7%	\$396.17	\$427.10	7.8%	\$552.17	\$584.10	5.8%	
12000			\$137.59	\$165.95	20.61%	\$172.99	\$202.35	17.0%	\$194.24	\$224.80	15.6%	\$247.19	\$278.55	12.7%	\$351.19	\$383.55	9.2%	\$404.24	\$437.60	8.3%	\$560.24	\$594.60	6.1%	
13000	\$9.79	\$11.80	\$147.38	\$177.75	20.61%	\$182.78	\$214.15	17.2%	\$204.03	\$236.40	15.9%	\$256.98	\$290.35	13.0%	\$360.98	\$395.35	9.5%	\$414.03	\$449.40	8.5%	\$570.03	\$608.40	6.4%	
14000			\$157.17	\$189.55	20.60%	\$192.57	\$225.95	17.3%	\$213.82	\$248.20	18.1%	\$266.77	\$302.15	13.3%	\$370.77	\$407.15	9.8%	\$423.82	\$461.20	8.8%	\$579.82	\$618.20	6.6%	
15000			\$166.96	\$201.35	20.60%	\$202.36	\$237.75	17.5%	\$223.61	\$260.00	16.3%	\$276.56	\$313.95	13.5%	\$380.56	\$418.95	10.1%	\$433.61	\$473.00	9.1%	\$589.61	\$630.00	6.9%	
16000			\$176.75	\$213.15	20.59%	\$212.15	\$249.55	17.6%	\$233.40	\$271.80	16.5%	\$286.35	\$325.75	13.8%	\$390.35	\$430.75	10.3%	\$443.40	\$484.80	9.3%	\$599.40	\$641.80	7.1%	
20000	\$11.63	\$15.00	\$223.27	\$273.15	22.34%	\$258.67	\$309.55	19.7%	\$279.92	\$331.60	18.5%	\$332.87	\$385.75	15.9%	\$436.87	\$490.75	12.3%	\$489.92	\$544.80	11.2%	\$645.92	\$701.80	8.7%	
25000			\$281.42	\$348.15	23.71%	\$316.82	\$384.55	21.4%	\$338.07	\$406.80	20.3%	\$391.02	\$460.75	17.8%	\$495.02	\$565.75	14.3%	\$548.07	\$619.80	13.1%	\$704.07	\$776.80	10.3%	
30000			\$339.57	\$423.15	24.61%	\$374.97	\$459.55	22.6%	\$396.22	\$481.80	21.6%	\$449.17	\$535.75	19.3%	\$553.17	\$640.75	15.8%	\$606.22	\$694.80	14.6%	\$762.22	\$851.80	11.6%	
Average % Rate Increase			18.51%			14.97%			13.83%			11.25%			8.26%			7.46%			5.62%			13.32%
Number of Customers			38			2			0			4			1			6			3			48
Water Consumption			1,734,194			302,536			0			3,459,796			1,301,886			0			4,340,740			11,139,152
Amount / Revenue			\$34,851.17			\$4,320.71			\$0.00			\$45,544.27			\$17,592.18			\$0.00			\$65,382.32			\$187,670.65
Projected Additional Revenue			\$8,450.56			\$646.66			\$0.00			\$5,126.01			\$1,453.05			\$0.00			\$3,671.04			\$17,347.51

Rate Code 126 is not used

Rate Code 124 is not used

Note, these figures above are updated from RATE\$CDE Excel spreadsheet

COMMERCIAL OUTSIDE DISTRICT  
Proposal 1

Proposed Base	\$ 9.75		\$ 11.25			\$ 12.75			\$ 14.25			\$ 15.75			\$ 17.25			\$ 18.75																							
	RC 135		34"			RC 131			1"			RC 138			1 1/2"			RC 132			2"			RC 133			3"			RC 134			4"			RC 137			6"		
	Current	PROP	Old	New	%	Old	New	%	Current	Prop	%	Current	Prop	%	Current	Prop	%	Current	Prop	%	Current	Prop	%	Current	Prop	%	Current	Prop	%	Current	Prop	%									
BASE	Usage / 1000	\$24.93	\$24.68	13.0%	\$128.03	\$139.28	8.6%	\$159.90	\$172.85	8.0%	\$239.33	\$253.58	6.0%	\$395.33	\$411.08	4.0%	\$474.90	\$492.15	3.6%	\$708.90	\$727.65	2.64%																			
1000	\$7.49	\$9.00	\$82.41	\$93.68	13.7%	\$135.51	\$148.28	9.4%	\$167.39	\$181.65	8.5%	\$248.81	\$262.58	6.4%	\$402.81	\$420.08	4.3%	\$482.39	\$501.15	3.9%	\$716.39	\$736.65	2.83%																		
2000	\$10.58	\$12.75	\$92.99	\$108.43	14.5%	\$146.09	\$161.03	10.2%	\$177.95	\$194.40	9.2%	\$257.39	\$275.33	7.0%	\$413.39	\$432.83	4.7%	\$492.96	\$513.90	4.2%	\$726.96	\$749.40	3.09%																		
3000			\$103.58	\$119.18	15.1%	\$156.66	\$173.78	10.9%	\$188.54	\$207.15	9.9%	\$267.96	\$288.08	7.5%	\$423.96	\$445.58	5.1%	\$503.54	\$526.65	4.6%	\$737.54	\$762.15	3.34%																		
4000			\$114.14	\$131.93	15.6%	\$167.24	\$186.53	11.5%	\$199.11	\$219.90	10.4%	\$278.54	\$300.83	8.0%	\$434.54	\$458.33	5.5%	\$514.11	\$539.40	4.9%	\$748.11	\$774.90	3.58%																		
5000			\$124.71	\$144.68	16.0%	\$177.81	\$199.26	12.1%	\$209.69	\$232.65	11.0%	\$289.11	\$313.58	8.5%	\$445.11	\$471.08	5.8%	\$524.69	\$552.15	5.2%	\$758.69	\$787.65	3.82%																		
6000			\$135.29	\$157.43	16.4%	\$188.39	\$212.03	12.5%	\$220.26	\$245.40	11.4%	\$299.69	\$326.33	8.9%	\$455.69	\$483.83	6.2%	\$535.26	\$564.90	5.5%	\$769.26	\$800.40	4.05%																		
7000			\$145.86	\$170.18	16.7%	\$198.96	\$224.78	13.0%	\$230.84	\$258.15	11.8%	\$310.26	\$339.08	9.3%	\$466.26	\$496.58	6.5%	\$545.84	\$577.65	5.8%	\$779.84	\$813.15	4.27%																		
8000	\$12.11	\$15.75	\$157.97	\$185.93	17.7%	\$211.07	\$240.93	14.0%	\$242.94	\$273.90	12.7%	\$322.37	\$354.83	10.1%	\$478.37	\$512.33	7.1%	\$557.94	\$593.40	6.4%	\$819.94	\$858.90	4.67%																		
9000			\$170.07	\$201.68	18.6%	\$223.17	\$256.28	14.8%	\$255.05	\$289.85	13.6%	\$334.47	\$370.58	10.8%	\$490.47	\$528.08	7.7%	\$570.05	\$609.15	6.9%	\$804.05	\$844.65	5.05%																		
10000			\$182.18	\$217.43	19.3%	\$235.28	\$272.03	15.6%	\$267.15	\$305.40	14.3%	\$346.58	\$386.33	11.5%	\$502.58	\$543.83	8.2%	\$582.15	\$624.90	7.3%	\$816.15	\$860.40	5.42%																		
11000			\$194.28	\$233.18	20.0%	\$247.38	\$287.78	16.3%	\$279.26	\$321.15	15.0%	\$358.68	\$402.08	12.1%	\$514.68	\$559.58	8.7%	\$594.26	\$640.65	7.8%	\$826.26	\$875.15	5.78%																		
12000			\$206.39	\$248.93	20.6%	\$259.49	\$303.53	17.0%	\$291.36	\$336.90	15.6%	\$370.78	\$417.83	12.7%	\$526.79	\$575.33	9.2%	\$606.36	\$656.40	8.3%	\$840.36	\$891.90	6.13%																		
13000	\$14.69	\$17.70	\$221.07	\$266.63	20.6%	\$274.17	\$321.23	17.2%	\$306.05	\$354.60	15.9%	\$385.47	\$435.53	13.0%	\$541.47	\$593.03	9.5%	\$621.05	\$674.10	8.5%	\$855.05	\$909.60	6.38%																		
14000			\$235.76	\$284.33	20.6%	\$288.86	\$338.93	17.3%	\$320.73	\$372.30	16.1%	\$400.16	\$453.23	13.3%	\$556.16	\$610.73	9.8%	\$635.73	\$691.80	8.8%	\$869.73	\$927.30	6.62%																		
15000			\$250.44	\$302.03	20.6%	\$303.54	\$356.63	17.5%	\$335.42	\$390.00	16.3%	\$414.84	\$470.93	13.5%	\$570.84	\$628.43	10.1%	\$650.42	\$709.50	9.1%	\$884.42	\$945.00	6.85%																		
16000			\$265.13	\$319.73	20.6%	\$318.23	\$374.33	17.6%	\$350.10	\$407.70	16.5%	\$429.53	\$488.63	13.8%	\$585.53	\$646.13	10.3%	\$665.10	\$727.20	9.3%	\$899.10	\$962.70	7.07%																		
20000	\$17.45	\$22.50	\$334.91	\$409.73	22.3%	\$388.01	\$464.33	19.7%	\$419.88	\$497.70	18.5%	\$499.31	\$578.63	15.9%	\$655.31	\$736.13	12.3%	\$734.88	\$817.20	11.2%	\$966.88	\$1,052.70	8.65%																		
25000			\$422.13	\$522.23	23.7%	\$475.23	\$578.83	21.4%	\$507.11	\$610.20	20.3%	\$586.53	\$691.13	17.8%	\$742.53	\$848.63	14.3%	\$822.11	\$929.70	13.1%	\$1,056.11	\$1,165.20	10.33%																		
30000			\$509.36	\$634.73	24.6%	\$562.46	\$689.33	22.6%	\$594.33	\$722.70	21.6%	\$673.75	\$803.63	19.3%	\$829.75	\$961.13	15.7%	\$909.33	\$1,042.20	14.6%	\$1,143.33	\$1,277.70	11.75%																		
% Rate Increase					18.5%			15.0%				13.8%				11.3%			8.2%				7.5%																		
Number of Customers:			2			3			1			0			0			0		1			0										7								
Water Consumption:			79,983			212,411			34,707			0			0			0		146,940			0									474,041									
Amount / Revenue:			\$2,600.17			\$7,065.49			\$2,255.81			\$0.00			\$0.00			\$0.00		\$0.00			\$0.00								\$574.60			\$2,152.06							
Projected Additional Revenue					\$481.26			\$1,057.78				\$312.03						\$0.00		\$0.00			\$0.00								\$574.60			\$2,425.87							

Rate Code 132 is not used      Rate Code 133 is not used      Rate Code 134 is not used

Note, these figures above are updated from RATESCDE Excel spreadsheet



## Contact Us

<b>Your first &amp; last name:</b>	[REDACTED]
<b>Your email:</b>	[REDACTED]
<b>Subject:</b>	Proposed rate increase
<b>Your phone number:</b>	[REDACTED]
<b>Account Number:</b>	
<b>Service Address:</b>	[REDACTED]
<b>Message:</b>	SRWD board, concerning the proposed rate increase, I think most residents are OK with an increase, however, a 30% increase in rates is very steep in one year, especially with 3 months notice. With increased fuel prices and

[Reply / Manage](#)

Powered by [Streamline](#).

### Total Control Panel

[Login](#)

To: [tkarsen@srwd.org](mailto:tkarsen@srwd.org)  
 From: [010101790bf6812d-e37da1a2-ffa-4042-ad34-155b5d0c7693-](mailto:010101790bf6812d-e37da1a2-ffa-4042-ad34-155b5d0c7693-)

Message Score: 50  
 My Spam Blocking Level: Medium

High (60): **Pass**  
 Medium (75): **Pass**  
 Low (90): **Pass**

[Block](#) this sender

Hello [REDACTED]

Thank you for contacting the district.

The SRWD Board of Commissioners strives to provide our customers with water at an affordable rate. While this rate increase is higher than typical, the amount is necessary to fund the cost of repairing aging infrastructure and complete major capital improvement.

Due to the increased cost of purchasing wholesale water from the City of Toledo, and the increase in project cost associated with the districts Beaver Creek Source Water Project, along with the cost for financing these improvements and other factors that are out of the district's control, unfortunately, a rate adjustment is necessary at this time.

As was stated in the letter provided in the April monthly bills to our customers, the district has not seen an increase in the rate since 2018. Please note, that your average bill of 6000-8000 gallons or \$79.98-\$100.33 per month will increase to \$92.65-\$116.15 per month. That is an increase of approximately \$12.67 to \$15.82 per month or a 16% increase.

Note: In your message you stated a 30% increase, we are not sure where you read that, our increase will be around 17%, not 30%.

Again, we appreciate your comment to the district and will provide a copy of your message to our Board of Commissioners. Please let us know if you have any further questions or concerns.

Hope that you have a fantastic rest of your day.

Trish Karlsen

Bookkeeper

Seal Rock Water District

Seal Rock Oregon

[tkarlsen@srwd.org](mailto:tkarlsen@srwd.org)

**Joy King**

---

**From:** Joy King  
**Sent:** Tuesday, April 27, 2021 11:12 AM  
**To:** [REDACTED]; Trish Karlsen  
**Cc:** Adam Denlinger; Brendi Hargrove  
**Subject:** RE: Seal Rock Water District Website Contact Us Message Response Re: Rate Increase

[REDACTED]  
 I just want to let you know that we have received your email regarding the upcoming rate increase. The Board will meet on May 13, 2021 at 4:00 pm and will have a Public Rate Hearing to hear comments from the public. We will present your email to the Board for consideration and discussion during the Public Rate Hearing.

Thank you for reaching out to us. Have a great day.

Joy S King

*Joy S King*

Office Manager  
 Seal Rock Water District  
 PO Box 190  
 Seal Rock, OR 97376  
 (541) 563- 3599




---

**From:** [REDACTED]  
**Sent:** Monday, April 26, 2021 11:03 AM  
**To:** Trish Karlsen <TKarlsen@srwd.org>; Trish Karlsen <TKarlsen@srwd.org>  
**Cc:** Adam Denlinger <ADenlinger@srwd.org>; Brendi Hargrove <BHargrove@srwd.org>; Joy King <JKing@srwd.org>  
**Subject:** Re: Seal Rock Water District Website Contact Us Message Response Re: Rate Increase

Thank you Trish for the explanation, could I put in a request to the board that they look at a two-year implementation of this; possibly 8.5% over 2021 and 2022? With the price of everything increasing this is a hard blow for fixed income families? Thank you. [REDACTED]

[Sent from Yahoo Mail on Android](#)

On Mon, Apr 26, 2021 at 10:59 AM, Trish Karlsen <TKarlsen@srwd.org> wrote:



Joy King

**From:** Trish Karlsen  
**Sent:** Monday, May 10, 2021 12:31 PM  
**To:** Joy King  
**Subject:** FW: New form submission received: Contact Us

**From:** noreply@getstreamline.com <noreply@getstreamline.com>  
**Sent:** Thursday, April 22, 2021 7:32 PM  
**To:** Info <Info@srwd.org>; Trish Karlsen <TKarlsen@srwd.org>; Brendi Hargrove <BHargrove@srwd.org>  
**Subject:** New form submission received: Contact Us



### Contact Us

<b>Your first &amp; last name:</b>	[REDACTED]
<b>Your email:</b>	[REDACTED]
<b>Subject:</b>	17 percent rate increase???
<b>Your phone number:</b>	[REDACTED]
<b>Account Number:</b>	
<b>Service Address:</b>	[REDACTED]
<b>Message:</b>	I understand you are discussing raising our rates by a whopping 17 percent? I already find your rates extremely high as is. If you raise the rates by 17 percent , I will take the initiative to drill a well and you can then come and get your meter. I know several other neighbors that are planning on doing the same thing. If you raise your rate by 17 percent.

Joy King

---

**From:** Trish Karlsen  
**Sent:** Monday, April 26, 2021 7:20 AM  
**To:** Adam Denlinger; Brendi Hargrove; Joy King  
**Subject:** FW: Seal Rock Water District Website Contact Us Message Response Re: Rate Increase

**From:** [REDACTED]  
**Sent:** Friday, April 23, 2021 5:21 PM  
**To:** Trish Karlsen <TKarlsen@srwd.org>  
**Subject:** Re: Seal Rock Water District Website Contact Us Message Response Re: Rate Increase

I do appreciate your reply. We are in the process of building a home. My previous water bill was from a very slow leak in a water line going to where a mobile home once stood.....and most the bill was really just your base charge from simply having a water meter. I am assuming my water consumption will increase quite a bit once a home is there.

Sincerely,

[REDACTED]

-----Original Message-----

**From:** Trish Karlsen <TKarlsen@srwd.org>  
**To:** [REDACTED]  
**Cc:** Brendi Hargrove <BHargrove@srwd.org>  
**Sent:** Fri, Apr 23, 2021 10:43 am  
**Subject:** Seal Rock Water District Website Contact Us Message Response Re: Rate Increase

Hello [REDACTED]

Thank you for contacting the district.

The SRWD Board of Commissioners strives to provide our customers with water at an affordable rate. While this rate increase is higher than typical, the amount is necessary to fund the cost of repairing aging infrastructure and complete major capital improvement.

Due to the increased cost of purchasing wholesale water from the City of Toledo, and the increase in project cost associated with the districts Beaver Creek Source Water Project, along with the cost for financing these improvements and other factors that are out of the district's control, unfortunately, a rate adjustment is necessary at this time.

As was stated in the letter provided in the April monthly bills to our customers, the district has not seen an increase in the rate since 2018. Please note, that your average bill of 200-400 gallons or \$34.72-\$35.93 per month will increase to \$41.40-\$42.80 per month. That is an increase of approximately \$6.68 to \$6.87 per month.

Again, we appreciate your comment to the district and will provide a copy of your message to our Board of Commissioners. Please let us know if you have any further questions or concerns.

Hope that you have a fantastic rest of your day.

Trish Karlsen  
Bookkeeper  
Seal Rock Water District  
Seal Rock Oregon  
tkarlsen@srwd.org  
www.srwd.org  
541-563-3529



PO Box 190 · 1037 NW Grebe Street · Seal Rock, Oregon 97376  
Phone: 541.563.3529 · FAX 541.563.4246 · Email: info@srwd.org

# Seal Rock Water District

<b>DATE ACTION REQUESTED: May 13, 2021</b>							
<b>Ordinance</b>		<b>Resolution</b>		<b>Motion</b>		<b>Public Hearing</b>	<b>X</b>
<b>Date Prepared: April 15, 2021</b>				<b>Dept.: Administration</b>			
<b>SUBJECT:</b> FY 2021-2022 Budget Hearing				<b>Contact Person for this Item:</b> Adam Denlinger, General Manager adenlinger@srwd.org. 541-563-4447			

**RECOMMENDED BOARD ACTION:**

Subject to ORS Chapters 294.453 and 294.456, the district is conducting a public hearing to receive public testimony regarding the FY 2021 - 2022 SRWD Budget as presented and approved by the SRWD Budget Committee on April 15, 2021.

**FINANCIAL IMPACTS:**

The FY 2021-2022 Budget reflects a total sum of \$18,187,190

**DISTRICT GOAL:**

Identify and prioritize challenges that must be overcome to ensure successful District operations dependent upon effective financial planning for the annual operation of the District.

**BACKGROUND:**

The proposed Seal Rock Water District annual budget for FY 2021 - 2022 has been prepared pursuant to Oregon Local Budget Law and meets or exceeds guidance provided in the Oregon Department of Revenues Local Budget Manual. The FY 2021 - 2022 budget includes projected loan and grant revenues for capital projects.

On April 15, 2021, the District's citizens member Budget Committee assembled to review and approve the budget for adoption by the District's Board of Commissioners. Pursuant to Oregon Budget Law the District is required to hold a Public Hearing to allow the public an opportunity to provide comment regarding the approved budget. The proposed FY 2021 - 2022 budget is scheduled for adoption by the Board at the June 10, 2021, regular monthly Board meeting.

Submitted By: Adam Denlinger  
Adam Denlinger, General Manager

RESOURCES

GENERAL FUND  
Fund

SEAL ROCK WATER DISTRICT  
(Name of Municipal Corporation)

	Historical Data			RESOURCES DESCRIPTION	Budget for Next Year 2021-22			
	Actual		Adopted Budget This Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018-19	First Preceding Year 2019-20						
				Beginning Fund Balance:				
1				1. Available cash on hand* (cash basis), or				1
2	505,648	392,261	290,000	2. Net Working Capital (accrual basis)	250,000	250,000		2
3	3,072	2,664	3,000	3. Previously levied taxes estimated to be received 4000	3,000	3,000		3
4	36,027	34,792	33,600	4. Interest 4045, 4050	32,400	32,400		4
5				5. OTHER RESOURCES				5
6				6.				6
7	1,779,152	1,777,978	1,729,000	7. Water Sales/Contract In Lieu of Water Sales 4020,4021	2,104,000	2,104,000		7
8	42,000	36,000	30,000	8. Service Connections 4030	37,500	37,500		8
9	41,740	39,869	35,300	9. Misc. Income 4040,4051,4052,4053,4060	35,300	35,300		9
10	0	0	1,000	10. Subdivision/Partition Assessments 4130	1,000	1,000		10
11				11.				11
12	0	0	0	12. Sale of Equipment / Fixed assets 4170,4180,4190	0	0		12
13	2,294	1,957	2,500	13. Prior Year Refund 4900	2,500	2,500		13
14	3,000	0	203,000	14. Grant - SDAO/FEMA/IFA/COUNTY/Covid R.C. 4014, 4016	103,000	103,000		14
15		0	270,000	15. Grant - WRD MidCoast Partnership 4017				15
16				16.				16
17				17.				17
18				18.				18
19				19.				19
20				20. TRANSFERS FROM OTHER FUNDS				20
21			347,950	21. Water Source Reserve (page 12)	188,190	188,190		21
22				22.				22
23				23.				23
24				24.				24
25				25.				25
26				26.				26
27				27.				27
28				28.				28
29	2,412,933	2,285,521	2,945,350	29. Total resources, except taxes to be levied	2,756,890	2,756,890	0	29
30			75,000	30. Taxes necessary to balance 4010	87,000	87,000		30
31	78,517	82,216		31. Taxes collected in year levied 4010				31
32	2,491,450	2,367,737	3,020,350	32. TOTAL RESOURCES	2,843,890	2,843,890	0	32

DETAILED REQUIREMENTS

GENERAL FUND

Fund

SEAL ROCK WATER DISTRICT

(Name of Municipal Corporation)

	Historical Data			Adopted Budget This Year 2020-21	ADMINISTRATIVE & OFFICE	Budget for Next Year			2021-22
	Actual		Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2018-19	First Preceding Year 2019-20							
1				1. PERSONNEL SERVICES:				1	
2				2.				2	
3	272,769	289,498	293,700	3. Salaries - Office/ <b>Covid Recovery Cost</b> 5010 5011	308,100	308,100		3	
4	0	1,020	800	4. Part Time Office / Overtime 5050,5068	800	800		4	
5	230,280	259,149	316,600	5. Employees Benefits/ <b>Covid RC</b> 5070,5080	388,000	388,000		5	
6	47,162	51,401	60,700	6. Employer Payroll Tax Expense/ <b>Covid RC</b> 5090	63,500	63,500		6	
7	1,225	2,169	4,000	7. Training Classes - Office & Board 5060,5062	3,000	3,000		7	
8	8,143	6,183	6,000	8. Mileage & Meal Reimb.-Office & Board 5063,5064	5,000	5,000		8	
9	4,324	3,393	4,000	9 Lodging - Office & Board 5065,5066	2,000	2,000		9	
10	563,903	612,813	685,800	10. Total Personnel Services	770,400	770,400	0	10	
	4	4	4	Total Full-Time Equivalent (FTE)	4	4	4		
11				11. MATERIALS & SERVICES:				11	
12	63,963	63,502	136,000	12. Professional Services 5200,5201,5202,5203,5204	111,000	111,000		12	
13	26,084	26,094	32,000	13. Insurance & Bonds 5240	40,000	40,000		13	
14	16,345	15,162	21,000	14. Office Supplies & Postage 5290,5291	20,000	20,000		14	
15	0	0	500	15. Rent & Lease Expense 5260	500	500		15	
16	24,294	29,054	29,700	16. Phone & Office Equip. Repair/Repl. 5270,5271,5272	36,500	36,500		16	
17	3,803	7,593	7,500	17. Printing, Copying & Advertising 5280	7,500	7,500		17	
18	5,011	5,568	6,500	18. Misc. Expense / Prior Year Exp 5100,5250,5360,5361	5,500	5,500		18	
19	27,843	28,602	31,600	19. Dues, Fees & Assessments 5310	31,000	31,000		19	
20	602	0	1,000	20. Commissioner & Other Election 5120	0	0		20	
21	0	0	0	21. Accrued Interest Expense 5860	0	0		21	
22	0	2,300	280,700	22. MCWCC Expenses 5205,5206,5207	0	0		22	
23				23.				23	
24				24.				24	
25	167,945	177,875	546,500	25. Total Materials & Services	252,000	252,000	0	25	
26	0	0	1,000	26. Office Furniture 5400	1,000	1,000		26	
27	3,910	2,495	5,000	27. Office Equipment/Computer Hardware 5410	2,000	2,000		27	
28	1,379	2,390	3,000	28. Computer Software 5420	3,000	3,000		28	
29				29.				29	
30	5,289	4,885	9,000	30. Total Capital Outlay	6,000	6,000	0	30	
31	737,137	795,573	1,241,300	31. TOTAL EXPENDITURES - THIS PAGE	1,028,400	1,028,400	0	31	
32				32. UNAPPROPRIATED ENDING FUND BALANCE				32	
33	737,137	795,573	1,241,300	33. ACCUMULATIVE TOTAL EXPENSE	1,028,400	1,028,400	0	33	

FORM  
LB-31

DETAILED REQUIREMENTS

GENERAL FUND  
Fund

SEAL ROCK WATER DISTRICT  
(Name of Municipal Corporation)

	Historical Data			OPERATIONS & SERVICES	Budget for Next Year			2021-22
	Actual		Adopted Budget This Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018-19	First Preceding Year 2019-20						
1				1. PERSONNEL SERVICES:				1
2				2.				2
3	230,877	251,373	295,500	3. Salaries - Field/ <b>Covid Recovery Cost</b> 5510,5511,5512,5513	305,000	305,000		3
4	17,707	19,980	27,000	4. Overtime / On Call - Field 5590,5591	29,000	29,000		4
5	453	2,081	3,000	5. Mileage & Meal Reimbursement - Field 5621	1,000	1,000		5
6	1,498	5,483	11,000	6. Training Classes & Lodging - Field/CDL/Safety 5061,506	9,000	9,000		6
7	9,371	9,532	18,400	7. Performance Award 5599	19,000	19,000		7
8	<b>259,906</b>	<b>288,449</b>	<b>354,900</b>	8. <b>Total Personnel Services</b>	<b>363,000</b>	<b>363,000</b>		0 8
	5	5	5	<b>Total Full-Time Equivalent (FTE)</b>	5	6	6	
9				9. MATERIALS & SERVICES				9
10	728	1,752	12,100	10. Uniforms-Jacket & Hat /Clothing/ <b>Covid R.C.</b> 5601,5602,5	2,100	2,100		10
11	342,026	353,359	760,000	11. Toledo Water Purchases 5690	625,000	625,000		11
12	102,243	124,904	147,500	12. SRWD System Maintenance 5630,5631,5632,5633,5634,5635	157,500	157,500		12
13	25,168	27,682	30,000	13. Utilities 5610	35,000	35,000		13
14	2,527	4,690	19,000	14. O. Materials/Conservation/ <b>Covid R.C.</b> 5191,5600,5603,5604	109,000	109,000		14
15	3,480	1,129	5,000	15. Repl Meter/AMR System 5640,5641	5,000	5,000		15
16	40	1,942	2,000	16. Equipment Rental 5620	1,000	1,000		16
17	2,324	0	0	17. Toledo System - General Maint./share 5670	75,000	75,000		17
18				18.				18
19	<b>478,536</b>	<b>515,458</b>	<b>975,600</b>	19. <b>Total Materials &amp; Services</b>	<b>1,009,600</b>	<b>1,009,600</b>		0 19
20				20. CAPITAL OUTLAY				20
21	48,553	26,642	35,000	21. Supply & Distribution (components in ground) 5720	35,000	35,000		21
22	8,708	2,155	5,000	22. Automotive Equipment 5800	5,000	5,000		22
23	8,075	217	10,000	23. Shop Equipment 5810	5,000	5,000		23
24		0	110,000	24. Master Plan/Maps 5710	0	0		24
25	0	0	0	25. Vehicle Replacement Program 5820	0	0		25
26	13,061	0	15,000	26. Building Upgrades 5750	15,000	15,000		26
27				27.				27
28				28.				28
29				29.				29
30	<b>78,397</b>	<b>29,014</b>	<b>175,000</b>	30. <b>Total Capital Outlay</b>	<b>60,000</b>	<b>60,000</b>		0 30
31	<b>816,839</b>	<b>832,921</b>	<b>1,505,500</b>	31. TOTAL EXPENDITURES - THIS PAGE	<b>1,432,600</b>	<b>1,432,600</b>		0 31
32				32. UNAPPROPRIATED ENDING FUND BALANCE				32
33	<b>1,553,976</b>	<b>1,628,494</b>	<b>2,746,800</b>	33. ACCUMULATIVE TOTAL EXPENSE	<b>2,461,000</b>	<b>2,461,000</b>		0 33

\*Includes unappropriated Balance Budgeted Last Year

DETAILED REQUIREMENTS

GENERAL FUND  
Fund

SEAL ROCK WATER DISTRICT  
(Name of Municipal Corporation)

	Historical Data			TRANSFERS & CONTINGENCIES	Budget for Next Year 2021-22			
	Actual		Adopted Budget This Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018-19	First Preceding Year 2019-20						
1				1				1
2				2				2
3				3. TRANSFERS TO OTHER FUNDS:				3
4	175,000	127,500	0	4. Capital Project Fund (pg. 8) 03-4160	0	0		4
5	7,430	7,430	7,430	5. R.D. Requirement Reserve Fund (pg. 9) 05	18,420	18,420		5
6	134,000	137,140	82,120	6. Revenue Bond Payment Fund (pg. 7) 04	180,470	180,470		6
7	134,000	134,000	84,000	7. Depreciation Reserve Fund/SLARRA (pg. 10) 11	84,000	84,000		7
8	0	0	0	8. SDC Reserve Fund (pg. 11) 13	0	0		8
9	94,785	0	0	9. Water Source Impr. Rsrv. Fund (pg. 12) 20	0	0		9
10				10				10
11				11				11
12				12				12
13				13.				13
14	0	0	100,000	14. Operating Contingencies 01-5950	100,000	100,000		14
15				15.				15
16				16.				16
17				17.				17
18				18.				18
19				19.				19
20				20.				20
21				21.				21
22				22.				22
23				23.				23
24				24.				24
25				25.				25
26				26.				26
27				27.				27
28				28.				28
29				29.				29
30	545,215	406,070	273,550	30. TOTAL - THIS PAGE	382,890	382,890	0	30
31	1,553,976	1,628,494	2,746,800	31. TOTAL EXPENDITURES - prev. pgs.-GENERAL	2,461,000	2,461,000	0	31
32	392,259	333,173	0	32. UNAPPROPRIATED ENDING FUND BALANCE				32
33	2,491,450	2,367,737	3,020,350	33. General Fund TOTAL Expenses	2,843,890	2,843,890	0	33

FORM  
LB-30

**REQUIREMENTS SUMMARY**

GENERAL FUND

Name of Organization Unit - Fund

SEAL ROCK WATER DISTRICT

(Name of Municipal Corporation)

	Historical Data			EXPENDITURE DESCRIPTION	Budget for Next Year			
	Actual		Adopted Budget This Year 2020-21		2021-22			
	Second Preceding Year 2018-19	First Preceding Year 2019-20			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				<b>RECAP</b>				
				<b>PERSONNEL SERVICES</b>				
1	563,903	612,813	685,800	1. Administrative & Office	770,400	770,400	0	1
2	259,906	288,449	354,900	2. Operations & Services	363,000	363,000	0	2
3				3.				3
4				4.				4
5				5.				5
6				6.				6
7	823,809	901,262	1,040,700	7. TOTAL PERSONNEL SERVICES	1,133,400	1,133,400	0	7
9	9	9	9	Total Full-Time Equivalent (FTE)	9	10	10	
				<b>MATERIALS &amp; SERVICES</b>				
8	167,945	177,875	546,500	8. Administrative & Office	252,000	252,000	0	8
9	478,536	515,458	975,600	9. Operations & Services	1,009,600	1,009,600	0	9
10				10.				10
11				11.				11
12				12.				12
13				13.				13
14	646,481	693,333	1,522,100	14. TOTAL MATERIALS & SERVICES	1,261,600	1,261,600	0	14
				<b>CAPITAL OUTLAY</b>				
15	5,289	4,885	9,000	15. Administrative & Office	6,000	6,000	0	15
16	78,397	29,014	175,000	16. Operations & Services	60,000	60,000	0	16
17				17.				17
18				18.				18
19				19.				19
20				20.				20
21	83,686	33,899	184,000	21. TOTAL CAPITAL OUTLAY	66,000	66,000	0	21
				<b>TRANSFERRED TO OTHER FUNDS</b>				
22	269,785	127,500	0	22. To WSIRF/CPF	0	0	0	22
23	134,000	134,000	84,000	23. To Dept/Land & Bldg Rsrv funds	84,000	84,000	0	23
24	141,430	144,570	89,550	24. To R Bond Pmt/R.D. Req. Rsrv funds	198,890	198,890	0	24
25			100,000	25. General Fund Operating Contingency	100,000	100,000	0	25
26	545,215	406,070	273,550	26. TOTAL TRANSFERS & CONTINGENCIES	382,890	382,890	0	26
27	2,099,191	2,034,564	3,020,350	27. TOTAL EXPENDITURES	2,843,890	2,843,890	0	27
28	392,259	333,173		28. UNAPPROPRIATED ENDING FUND BALANCE				28
29	2,491,450	2,367,737	3,020,350	29. TOTAL	2,843,890	2,843,890	0	29

\*Includes unappropriated Balance Budgeted Last Year



**BONDED DEBT  
RESOURCES AND REQUIREMENTS  
DEBT SERVICE FUND**

Bond Debt Payments are for:  
General Obligation Bonds   
Revenue Bonds

41

**SEAL ROCK WATER DISTRICT**  
(Name of Municipal Corporation)

FUND

	Historical Data			GENERAL OBLIGATION BONDS  RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-22			
	Actual		Adopted Budget This Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018-19	First Preceding Year 2019-20						
				<b>Resources</b>				
				Beginning Fund Balance:				
1				1. Cash on Hand (Cash Basis), or				1
2	428,020	429,147	420,000	2. Working Capital (Accrual Basis)	350,000	350,000		2
3	30,910	25,119	30,000	3. Previously Levied Taxes Estimated to be Received 02-4000	25,000	25,000		3
4	4,904	381	1,000	4. Earnings from Temporary Investments 4050	1,000	1,000		4
5	10,750		4,000	5. Miscellaneous Income 4060	4,400	4,400		5
6	5,984	8,984	7,500	6. Boundary Withdrawal & Prop. Annex to CoN Income 4012 4013	7,680	7,680		6
7	<b>480,568</b>	<b>463,631</b>	<b>462,500</b>	7. Total Resources, Except Taxes to be Levied	<b>388,080</b>	<b>388,080</b>	<b>0</b>	7
8			684,037	8. Taxes Necessary to Balance *	751,300	751,300		8
9	727,832	731,683		9. Taxes Collected in Year Levied * 4010				9
10	<b>1,208,400</b>	<b>1,195,314</b>	<b>1,146,537</b>	10. TOTAL RESOURCES	<b>1,139,380</b>	<b>1,139,380</b>	<b>0</b>	10
				<b>Requirements</b>				
11				11. Miscellaneous Expense 5360				11
				<b>Bond Principal Payments</b>				
				Issue Date	Budgeted Payment Date			
12	111,554	113,646	115,780	12. 2016 6660	12/1/2021	117,950	117,950	12
13	75,000	75,000	75,000	13. 2013 6650	5/31/2022	80,000	80,000	13
14	37,704	39,118	40,590	14. 2011 6630	10/20/2021	42,110	42,110	14
15	260,000	270,000	280,000	15. 2012 6640	6/30/2022	290,000	290,000	15
16	<b>484,258</b>	<b>497,764</b>	<b>511,370</b>	16. Total Principal		<b>530,060</b>	<b>530,060</b>	<b>0</b>
				<b>Bond Interest Payments</b>				
				Issue Date	Budgeted Payment Date			
17	62,653	60,561	58,440	17. 2016 6760	12/1/2021	56,260	56,260	17
18	58,201	56,691	53,710	18. 2013 6750	11/30/2021, 5/31/2022	50,710	50,710	18
19	53,510	52,096	50,630	19. 2011 6730	10/26/2021	49,110	49,110	19
20	120,631	110,231	99,440	20. 2012 6740	12/1/2021, 6/30/2022	88,240	88,240	20
21	<b>294,995</b>	<b>279,579</b>	<b>262,220</b>	21. Total Interest		<b>244,320</b>	<b>244,320</b>	<b>0</b>
				<b>Unappropriated Balance for Following Year</b>				
				Issue Date	Payment Date			
22			174,000	22. 2016	12/1/2022	174,200	174,200	22
23			90,000	23. 2011	10/27/2022	91,200	91,200	23
24			44,120	24. 2012	12/1/2022	39,000	39,000	24
25			25,400	25. 2013	12/30/2022	23,800	23,800	25
26	<b>429,147</b>	<b>417,971</b>	<b>333,520</b>	26. Total Unappropriated Ending Fund Balance		<b>328,200</b>	<b>328,200</b>	<b>0</b>
27			39,427	27. Tax Credit Reserve 2013 (2007) G.O. Bond ** C.o.N.		36,800	36,800	27
28	<b>1,208,400</b>	<b>1,195,314</b>	<b>1,146,537</b>	28. TOTAL REQUIREMENTS		<b>1,139,380</b>	<b>1,139,380</b>	<b>0</b>

If this form is used for revenue bonds, resource lines 6 and 9 may not be used. The district does not have authority to levy for these bonds.

**BONDED DEBT  
RESOURCES AND REQUIREMENTS  
REVENUE BOND RESERVE FUND**

Bond Debt Payments are for:  
General Obligation Bonds       
Revenue Bonds   X  

**SEAL ROCK WATER DISTRICT**  
(Name of Municipal Corporation)

	Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year			
	Actual		Adopted Budget This Year 2020-21		2021-22		Adopted By Governing Body	
	Second Preceding Year 2018-19	First Preceding Year 2019-20			Proposed By Budget Officer	Approved By Budget Committee		
				<b>Resources</b>				
				Beginning Fund Balance:				
1				1. Cash on Hand (Cash Basis), or				1
2	14,196	11,481	11,000	2. Working Capital (Accrual Basis)	22,500	22,500		2
3	32	30	20	3. Earnings from Temporary Investments 04-4049,4050	20	20		3
4	134,000	137,140	82,120	4. Transfer from General Fund (pg. 4) 4160	180,470	180,470		4
5				5. Loan Proceeds 4015				5
6				6.				6
7	<b>148,228</b>	<b>148,651</b>	<b>93,140</b>	7. Total Resources, Except Taxes to be Levied	<b>202,990</b>	<b>202,990</b>		<b>0</b>
8			0	8. Taxes Necessary to Balance *				8
9	0	0		9. Taxes Collected in Year Levied *				9
10	<b>148,228</b>	<b>148,651</b>	<b>93,140</b>	10. TOTAL RESOURCES	<b>202,990</b>	<b>202,990</b>		<b>0</b>
				<b>Requirements</b>				
				<b>Bond Principal Payments</b>				
				Issue Date	Budgeted Payment Date			
11	17,683	17,860	18,050	11. 2016 - IFA 6630	12/1/2020	18,220	18,220	11
12	38,768	39,834	40,940	12. 2012 2020 6620	6/1/2021	107,350	107,350	12
13	<b>56,451</b>	<b>57,694</b>	<b>58,990</b>	13. Total Principal		<b>125,570</b>	<b>125,570</b>	<b>0</b>
				<b>Bond Interest Payments</b>				
				Issue Date	Budgeted Payment Date			
14	1,086	909	740	14. 2016 - IFA 6730	12/1/2020	560	560	14
15	35,564	34,498	33,410	15. 2012 6720	6/1/2020	32,280	32,280	15
16	43,646	21,823	0	16. 2020 6740	10/1/2020	44,580	44,580	16
17				17. Miscellaneous 5360,5729,5732				17
18	<b>80,296</b>	<b>57,230</b>	<b>34,150</b>	18. Total Interest		<b>77,420</b>	<b>77,420</b>	<b>0</b>
				<b>Unappropriated Balance for Following Year By</b>				
				Issue Date	Payment Date			
19				19.				19
20				20.				20
21				21.				21
22				22.				22
23	<b>11,481</b>	<b>33,727</b>	<b>0</b>	23. Total Unappropriated Ending Fund Balance		<b>0</b>	<b>0</b>	<b>0</b>
24	<b>148,228</b>	<b>148,651</b>	<b>93,140</b>	24. TOTAL REQUIREMENTS		<b>202,990</b>	<b>202,990</b>	<b>0</b>

\*If this form is used for revenue bonds, resource lines 8 and 9 may not be used. The district does not have authority to levy for these bonds.

**SPECIAL FUND  
RESOURCES AND REQUIREMENTS**

CAPITAL PROJECTS FUND  
Fund

SEAL ROCK WATER DISTRICT  
(Name of Municipal Corporation)

	Historical Data			DESCRIPTION  RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-22			
	Actual		Adopted Budget This Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018-19	First Preceding Year 2019-20						
				Beginning Fund Balance:				
1				1. *Cash on Hand (Cash Basis), or				1
2	790,690	998,734	8,300,000	2. *Working Capital (Accrual Basis)	1,320,000	1,320,000		2
3	0		0	3. City of Newport Contribution/Newport Intertie 4018				3
4	3,130	3,707	5,000	4. Earning from Temporary Investments 4050,4051	1,000	1,000		4
5	0	0	0	5. Transf. frm SDC (pg 11) Transf. frmWSIR (pg. 12)				5
6	175,000	127,500	0	6. Transf. frm GF (pg 4) 4160				6
7	24,882	174,238	5,429,500	7. Interim Loan / USDA Grant & Loan/G.O. Bond 4014,4016,4020	4,449,500	4,449,500		7
8	1,268,680	8,884,082	10,497,600	8. Loan Proceeds 4011,4012,4017	6,549,000	6,549,000		8
9	<b>2,262,382</b>	<b>10,188,261</b>	<b>24,232,100</b>	9. Total Resources, Except Taxes to be Levied	<b>12,319,500</b>	<b>12,319,500</b>	<b>0</b>	9
10			0	10. Taxes Necessary to Balance				10
11	0			11. Taxes Collected in Year Levied				11
12	<b>2,262,382</b>	<b>10,188,261</b>	<b>24,232,100</b>	12. TOTAL RESOURCES	<b>12,319,500</b>	<b>12,319,500</b>	<b>0</b>	12
				REQUIREMENTS				
13				13. CAPITAL OUTLAY - System Improvements:				13
14				14. Source Water Recon. Study/Preliminary				14
15	0		25,000	15. Environmental Mitigation 5733	35,000	35,000		15
16	1,201,148	97,037	1,204,105	16. Engineering/Software/Startup/Proj mgt 5724,5730,5731	570,000	570,000		16
17	29,670	90,282	43,692	17. Legal/Admin/Financing 5711,5715,5732,5717	55,000	55,000		17
18		310,566	12,143,732	18. Construction / Contractor 5716,5720,5723	4,520,500	4,520,500		18
19			0	19. City of Toledo Capital Improvement 5790	0	0		19
20		22,914	360,000	20. Interim Loan Interest 5050,5051	200,000	200,000		20
21		1,616,500	9,096,000	21. Interim Loan/LOC Payments 5040, 5051	6,549,000	6,549,000		21
22		196,372	214,247	22. Land/Easements 5734,5736	0	0		22
23	12,584	0	885,324	23. SRWD Major Improvements 5756, 5770,5772,5773	320,000	320,000		23
24	20,217	184,829	100,000	24. AMI/PRV Project 5706,5708,5709	0	0		24
25		47,321	160,000	25. Consultants 5737,5712,5726	70,000	70,000		25
26				26. Transfers:				26
27				27. Water Source Enhancement (pg 13)				27
28	<b>998,763</b>	<b>7,622,440</b>	<b>0</b>	28. UNAPPROPRIATED ENDING FUND BALANCE	<b>0</b>	<b>0</b>	<b>0</b>	28
29	<b>2,262,382</b>	<b>10,188,261</b>	<b>24,232,100</b>	29. TOTAL REQUIREMENTS	<b>12,319,500</b>	<b>12,319,500</b>	<b>0</b>	29

RESERVE FUND  
RESOURCES AND REQUIREMENTS

SEAL ROCK WATER DISTRICT

44

This fund is authorized by ORS 280.100 and established by resolution/ordnance number 0393-1, on March 11, 1993 (extended per ORS 0412-03, 4-19-12) for the following specified purposes:

Required by USDA Rural Development bond agreements

R.D. REQUIREMENT RESERVE  
Fund

Any balance in a fund referred to in ORS 280.110 that is not expended or obligated by definite commitments within 12 years from the date of the election or the adoption of the ordinance or resolution pursuant to which the fund was established shall revert to and become a part of the general fund of the subdivision and shall be transferred thereto by the treasurer or other financial officer thereof. Annual contributions to such funds shall be limited to a period not to exceed ten years.

Last year for fund 2042-43 Last year for contributions 2024-25

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year			
	Actual		Adopted Budget This Year 2020-21		2021-22			
	Second Preceding Year 2018-19	First Preceding Year 2019-20			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				RESOURCES				
				Beginning Balance				
1				1. Cash on Hand * (cash basis), or				1
2	46,786	54,284	61,700	2. Working Capital * (accrual basis)	68,200	68,200		2
3				3. Previously levied taxes estimated to be received				3
4	68	70	80	4. Earning from temporary investments 05-4050	100	100		4
5	7,430	7,430	7,430	5. Transferred from other funds 05-4160	18,420	18,420		5
6				6. Reimbursement from GF				6
7				7.				7
8				8.				8
9	54,284	61,784	69,210	9. Total Resources, except taxes to be levied	86,720	86,720	0	9
10			0	10. Taxes necessary to balance				10
11				11. Taxes collected in year levied				11
12	54,284	61,784	69,210	12. TOTAL RESOURCES	86,720	86,720	0	12
				REQUIREMENTS				
13				13.				13
14				14. CAPITAL OUTLAY:				14
15			69,210	15. Emergency System Repair/Bond Payment 5780	86,720	86,720		15
16				16.				16
17				17. Transfer to General Fund (pg. 1) 5900				17
18				18.				18
19				19.				19
20				20.				20
21				21.				21
22				22.				22
23				23.				23
24				24.				24
25				25.				25
26				26.				26
27				27.				27
28	54,284	61,784	0	28. RESERVE FOR FUTURE EXPENDITURE	0	0	0	28
29	54,284	61,784	69,210	29. TOTAL REQUIREMENTS	86,720	86,720	0	29

\*Includes unappropriated Balance Budgeted Last Year

RESERVE FUND  
RESOURCES AND REQUIREMENTS

SEAL ROCK WATER DISTRICT

45

This fund is authorized by ORS 280.100 and established by resolution / ordinance number 0400-01, on April 27, 2000; extended per Resolution #0411-01 (04/21/11), for the following specified purposes: For replacing depreciated assets that are of no further use (vehicles, heavy equipment, radios, saws, mowers, computers, furnishings, etc.) \$25,000 / \$250,000 max.

SLARA/DEPRECIATION RESERVE  
Fund

Any balance in a fund referred to in ORS 280.110 that is not expended or obligated by definite commitments within 12 years from the date of the election or the adoption of the ordinance or resolution pursuant to which the fund was established shall revert to and become a part of the general fund of the subdivision and shall be transferred thereto by the treasurer or other financial officer thereof. Annual contributions to such funds shall be limited to a period not to exceed ten years.

Last year for fund 2023-24 Last year for contributions 2021-22

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year			
	Actual		Adopted Budget This Year 2020-21		2021-22			
	Second Preceding Year 2018-19	First Preceding Year 2019-20			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				RESOURCES				
				Beginning Balance				
1				1. Cash on Hand * (cash basis), or				1
2	72,651	208,095	270,000	2. Working Capital * (accrual basis)	226,000	226,000		2
3				3. Previously levied taxes estimated to be received				3
4	1,444	1,354	1,500	4. Earning from temporary investments 11-4050	1,500	1,500		4
5	134,000	134,000	84,000	5. Transfer from General Fund (pg. 4) 4160	84,000	84,000		5
6				6.				6
7				7.				7
8				8.				8
9	208,095	343,449	355,500	9. Total Resources, except taxes to be levied	311,500	311,500	0	9
10			0	10. Taxes necessary to balance				10
11				11. Taxes collected in year levied				11
12	208,095	343,449	355,500	12. TOTAL RESOURCES	311,500	311,500	0	12
				REQUIREMENTS				
13				13.				13
14				14. CAPITAL OUTLAY: (General Fund)				14
15		7,663	225,500	15. Replace Depreciated Item 5751	181,500	181,500		15
16		54,000	100,000	16. Vehicle Repl. Program/Heavy Equipment 5820	100,000	100,000		16
17			30,000	17. Office Equipment & Machines 5410	30,000	30,000		17
18				18.				18
19				19.				19
20				20.				20
21				21.				21
22				22.				22
23				23.				23
24				24.				24
25				25.				25
26				26.				26
27				27.				27
28	208,095	281,786	0	28. RESERVE FOR FUTURE EXPENDITURE	0	0	0	28
29	208,095	343,449	355,500	29. TOTAL REQUIREMENTS	311,500	311,500	0	29

\*Includes unappropriated Balance Budgeted Last Year

**RESERVE FUND  
RESOURCES AND REQUIREMENTS**

This fund is authorized by ORS 280.100 and established by resolution / ordinance number 0400-01, on April 27, 2000, extended per Resolution #0411-01 (4/21/11, for the following specified purposes: For SRWD and Toledo System Improvements (SDC revenues) (main & service lines, pumps, vaults, master meters, treatment plant / water sources etc.) \$0 / \$1,000,000 max.

**SYSTEM DEVELOPMENT CHARGES  
Fund  
(Formerly System Investment Plan Reserve)**

Any balance in a fund referred to in ORS 280.110 that is not expended or obligated by definite commitments within 12 years from the date of the election or the adoption of the ordinance or resolution pursuant to which the fund was established shall revert to and become a part of the general fund of the subdivision and shall be transferred thereto by the treasurer or other financial officer thereof. Annual contributions to such funds shall be limited to a period not to exceed ten years.  
Last year for fund 2023-24 Last year for contributions 2021-22

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS  RESOURCES	Budget for Next Year			
	Actual		Adopted Budget This Year 2020-21		2021-22			
	Second Preceding Year 2018-19	First Preceding Year 2019-20			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Beginning Balance				
1				1. Cash on Hand * (cash basis), or				1
2	327,849	421,396	450,000	2. Working Capital * (accrual basis)	520,000	520,000		2
3				3.				3
4	1,784	1,637	1,800	4. Earning from temporary investments 13-4050	1,800	1,800		4
5				5. Transfer from General Fund (pg. 4) 4160				5
6				6. Transfer from Capital Project Fund (pg. 8)				6
7	91,763	84,422	73,410	7. System Development Charges 4400	73,410	73,410		7
8				8.				8
9	421,396	507,455	525,210	9. Total Resources, except taxes to be levied	595,210	595,210	0	9
10			0	10. Taxes necessary to balance				10
11				11. Taxes collected in year levied				11
12	421,396	507,455	525,210	12. TOTAL RESOURCES	595,210	595,210	0	12
				REQUIREMENTS				
13				13. CAPITAL OUTLAY:				13
14				14.				14
15			10,000	15. SDC - plan update: SRWD 5726,5728,5780	10,000	10,000		15
16			50,000	16. Master Plan Study/Update 5710	50,000	50,000		16
17			420,210	17. SDC Improvements 5727	485,210	485,210		17
18		31,840	45,000	18. Consultants 5723,5724	50,000	50,000		18
19				19. TRANSFERS:				19
20				20. CPF Master Plan phase 3 (pg. 8) 5900				20
21				21. Water Source Enhancement (pg. 12) 5900				21
22				22.				22
23				23.				23
24				24.				24
25				25.				25
26				26.				26
27				27.				27
28	421,396	475,615	0	28. RESERVE FOR FUTURE EXPENDITURE	0	0	0	28
29	421,396	507,455	525,210	29. TOTAL REQUIREMENTS	595,210	595,210	0	29

\*Includes unappropriated Balance Budgeted Last Year

RESERVE FUND

RESOURCES AND REQUIREMENTS  
WATER SOURCE & DISTRIBUTION SYSTEM IMPROVEMENT RESERVE

Fund

This fund is authorized by ORS 280.100 and established by resolution / ordinance number 0400-01, on April 27, 2000, extended per Resolution #0411-01 (4/21/11), for the following specified purposes: For maintaining and enhancing of water sources & improving SRWD Distribution System.

(Formerly Toledo Investment Plan Reserve)

Any balance in a fund referred to in ORS 280.110 that is not expended or obligated by definite commitments within 12 years from the date of the election or the adoption of the ordinance or resolution pursuant to which the fund was established shall revert to and become a part of the general fund of the subdivision and shall be transferred thereto by the treasurer or other financial officer thereof. Annual contributions to such funds shall be limited to a period not to exceed ten years.

\$1,000,000 annual / \$2,000,000 max.

Last year for fund 2023-24 Last year for contributions 2021-22

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year			
	Actual		Adopted Budget This Year 2020-21		2021-22			
	Second Preceding Year 2018-19	First Preceding Year 2019-20			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				RESOURCES				
				Beginning Balance				
1				1. Cash on Hand * (cash basis), or				1
2	770,476	877,900	888,000	2. Working Capital * (accrual basis)	545,000	545,000		2
3				3. Previously levied taxes estimated to be received				3
4	12,639	11,002	12,000	4. Earning from temporary investments 20-4050	2,000	2,000		4
5	94,785			5. Transfer from General Fund (pg. 4) 4160				5
6				6.				6
7				7.				7
8				8. Grant Lincoln County - Desalination				8
9	877,900	888,902	900,000	9. Total Resources, except taxes to be levied	547,000	547,000	0	9
10			0	10. Taxes necessary to balance				10
11				11. Taxes collected in year levied				11
12	877,900	888,902	900,000	12. TOTAL RESOURCES	547,000	547,000	0	12
				REQUIREMENTS				
13				13.				13
14				14. CAPITAL OUTLAY:				14
15				15.				15
16				16. Desalination Feasibility Study				16
17				17. City of Toledo - Improvements 5670				17
18				18. Other Water Source Improvement 5672				18
19			100,000	19. Consultants 5712	50,000	50,000		19
20			300,000	20. SRWD System Improvement 5674	258,810	258,810		20
21			152,050	21. Emergency System Repair 5675	50,000	50,000		21
22				22. TRANSFERS:				22
23			347,950	23. Transfer to General Fund (pg 1) 5900	188,190	188,190		23
24				24.				24
25				25.				25
26				26.				26
27				27.				27
28	877,900	888,902	0	28. RESERVE FOR FUTURE EXPENDITURE	0	0	0	28
29	877,900	888,902	900,000	29. TOTAL REQUIREMENTS	547,000	547,000	0	29

\*Includes unappropriated Balance Budgeted Last Year

FORM  
LB-11

This fund is authorized by ORS 280.100 and established by resolution / ordinance number 0403-02, on April 17, 2003, extended per Resolution No. 0416-01 (4/21/16) for the following specified purposes:

For land acquisition and building needs to support and enhance source water and improving distribution system.

\$80,000 / \$750,000 max.

**RESERVE FUND  
RESOURCES AND REQUIREMENTS**  
**SRWD LAND & BUILDINGS RESERVE**  
**Fund**

**SEAL ROCK WATER DISTRICT**

48

Any balance in a fund referred to in ORS 280.110 that is not expended or obligated by definite commitments within 12 years from the date of the election or the adoption of the ordinance or resolution pursuant to which the fund was established shall revert to and become a part of the general fund of the subdivision and shall be transferred thereto by the treasurer or other financial officer thereof. Annual contributions to such funds shall be limited to a period not to exceed ten years.  
Last year for fund 2026-29 Last year for contributions 2026-27

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS  RESOURCES	Budget for Next Year			
	Actual		Adopted Budget This Year 2020-21		2021-22			
	Second Preceding Year 2018-19	First Preceding Year 2019-20			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Beginning Balance				
1				1. Cash on Hand * (cash basis), or				1
2	138,154	140,899	135,000	2. Working Capital * (accrual basis)	139,000	139,000		2
3				3. Previously levied taxes estimated to be received				3
4	2,745	2,376	2,000	4. Earning from temporary investments 07-4050	2,000	2,000		4
5				5. Transfer from General Fund (pg. 4) 4160				5
6				6. Grant Income 4016				6
7				7. Loan Proceeds 4017				7
8				8.				8
9	140,899	143,275	137,000	9. Total Resources, except taxes to be levied	141,000	141,000	0	9
10			0	10. Taxes necessary to balance				10
11	0	0		11. Taxes collected in year levied				11
12	140,899	143,275	137,000	12. TOTAL RESOURCES	141,000	141,000	0	12
				REQUIREMENTS				
13				13.				13
14				14. CAPITAL OUTLAY:				14
15		5,070	137,000	15. Land / Office and Shop buildings 5730	141,000	141,000		15
16				16. Misc. Expense/Engineering 5731				16
17				17. Interim Loan Payment 5060				17
18				18. Legal 5732				18
19				19. Architect 5733				19
20				20. Administration 5739				20
21				21. Interest Expense 5050				21
22				22.				22
23				23.				23
24				24.				24
25				25.				25
26				26.				26
27				27.				27
28	140,899	138,205	0	28. RESERVE FOR FUTURE EXPENDITURE	0	0	0	28
29	140,899	143,275	137,000	29. TOTAL REQUIREMENTS	141,000	141,000	0	29

\* Includes unappropriated Balance Budgeted Last Year



A public meeting of the BOARD OF COMMISSIONERS will be held on May 13, 2021  
(Governing Body) (Date)  
 at 4:00 p.m. at 1037 NW Grebe St. Seal Rock, Oregon. The purpose of this meeting is to discuss the budget for  
(Location)  
 the fiscal year beginning July 1, 2021 as approved by the SEAL ROCK WATER DISTRICT Budget Committee.  
(Municipal Corporation)

A summary of the budget is presented below. A copy of the budget may be inspected or obtained at  
1037 NW Grebe St. Seal Rock between the hours of 9:00 am and 3:30 pm, or on the district's website at  
(Street Address)  
www.srwd.org. This budget is for an  annual;  biennial budget period. This budget was prepared on a basis  
(Website Address)  
 of accounting that is:  the same as;  different than the preceding year. If different, the major changes and  
 their effect on the budget are:

Contact Joy S King	Telephone number (541) 563-3599	E-mail info@srwd.org
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**FINANCIAL SUMMARY - RESOURCES**

TOTAL OF ALL FUNDS	Actual Amounts 2018-20	Adopted Budget This Year: 2020-21	Approved Budget Next Year: 2021-22
1. Beginning Fund Balance/Net Working Capital .....	3,534,197	10,825,700	3,440,700
2. Fees, Licenses, Permits, Fines, Assessments & Other Service Charges .....	160,291	139,710	147,210
3. Federal, State & all Other Grants, Gifts, Allocations & Donations .....	174,238	5,902,500	4,552,500
4. Revenue from Bonds & Other Debt .....	8,884,082	10,497,600	6,549,000
5. Interfund Transfers/Internal Service Reimbursements .....	406,070	521,500	471,080
6. All Other Resources Except Property Taxes .....	1,844,268	1,800,000	2,160,400
7. Property Taxes Estimated to be Received .....	841,682	792,037	866,300
8. Total Resources - add lines 1 through 7 .....	15,844,828	30,479,047	18,187,190

**FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION**

9. Personnel Services .....	901,262	1,040,700	1,133,400
10. Materials and Services .....	693,333	1,522,100	1,261,600
11. Capital Outlay .....	2,698,293	26,055,070	13,878,740
12. Debt Service .....	892,267	866,730	977,370
13. Interfund Transfers .....	406,070	521,500	471,080
14. Contingencies .....	0	100,000	100,000
15. Special Payments .....	0	0	0
16. Unappropriated Ending Balance and Reserved for Future Expenditure .....	10,253,603	372,947	365,000
17. Total Tax Requirements - add lines 9 through 16 .....	15,844,828	30,479,047	18,187,190

**FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM\***

Name of Organizational Unit or Program			
FTE for Unit or Program			
Administration	290,518	294,500	308,900
FTE	4	4	4
Operations	271,353	322,500	334,000
FTE	5	5	6
Total Requirements	561,871	617,000	642,900
Total FTE	9	9	10

**STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING\***

**PROPERTY TAX LEVIES**

	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy ..... (Rate Limit 0.1259 Per \$1000)	0.1259	0.1259	0.1259
Local Option Levy .....	0	0	0
Levy for General Obligation Bonds .....	731,683	745,000	799,300

**STATEMENT OF INDEBTEDNESS**

Long Term Debt	Estimated Debt Outstanding on July 1	Estimated Debt Authorized, but not Incurred on July 1
General Obligation Bonds .....	8,585,047	0
Other Bonds - Revenue .....	3,720,703	0
Other Borrowings -Notes Payable.....	9,954,024	0
Total .....	22,259,774	0