

SEAL ROCK WATER DISTRICT
Board of Commissioners
Regular Board Meeting
Thursday, July 13, 2023, @ 4:00 p.m.
Public Meeting by Zoom Video Conference

SRWD will hold this meeting through Zoom video conferencing. Due to the limited capacity for in-person meetings, the public is invited to attend this 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:**

- **Swear in Re-elected Board Commissioners:**

Position 4 – Mr. Robert Mills, Oath of Office

Position 5 - Mr. Glen Morris, Oath of Office

- **Announcements/Visitor Public Comments:**

The 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 the consent calendar are an executive summary provided to Commissioners as an update of system conditions, projects, and programs. Management welcomes your feedback and requests more detailed information regarding any item before or during the meeting:

- | | |
|---------------------------------------|------------------------|
| • Invoice List | June 2023 to July 2023 |
| • Board Meeting Minutes | May 11, 2023 |
| • Board Meeting Minutes | June 8, 2023 |
| • Financial Report / Approve Invoices | June 2023 to July 2023 |
| • USDA PMR Phase IV No. 35 | July 13, 2023 |
| • General Manager's Monthly Report | June 2023 to July 2023 |

- **Discussion and Information Items:**

- Consider Primary Source Water Project Update

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

- As a result of the recent salary survey update consider changes to some SRWD Job Descriptions

Presented by: Adam Denlinger, General Manager
Joy King, Office Manager

- **Decision Items:**

- Consider certifying Official Abstracts of Votes for the May 16, 2023 Special District Election.

Presented by: Joy King, Office Manager

- **Reports, Comments, and Correspondence:**

- 2022 Annual Consumer Confidence Report (CCR).

- **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 regard 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: August 10, 2023, @ 4:00 p.m.** Regular Board Meeting or establish date.

THIS AGENDA MAY BE AMENDED UNTIL 3:00 PM THE DAY BEFORE THE MEETING

SPECIAL ACCOMMODATIONS WILL BE PROVIDED WITH 48 HOUR NOTICE; CALL 541-563-3529.
IF HEARING IMPAIRED, PLEASE DIAL 711 OR CALL TTY#1-800-735-1232
This Institution is an Equal Opportunity Employer and Service Provider

OFFICIAL OATH

United States of America



STATE OF OREGON)
) ss.
County of Lincoln)

I, **GLEN MORRIS**, do solemnly swear that I will support the Constitution of the United States of America, and the Constitution of the State of Oregon, and the laws thereof, and will faithfully and honorably demean myself in the office of **SEAL ROCK WATER DISTRICT COMMISSIONER, POSITION 4, 4 YEAR TERM; TERM EXPIRES 06/30/2027**, to which I have been elected, to the best of my ability.

Subscribed and sworn to before me this _____ day of _____ 2023.

OFFICIAL OATH

United States of America



STATE OF OREGON)
) ss.
County of Lincoln)

I, **ROB MILLS**, do solemnly swear that I will support the Constitution of the United States of America, and the Constitution of the State of Oregon, and the laws thereof, and will faithfully and honorably demean myself in the office of **SEAL ROCK WATER DISTRICT COMMISSIONER, POSITION 5, 4 YEAR TERM; TERM EXPIRES 06/30/2027**, to which I have been elected, to the best of my ability.

Subscribed and sworn to before me this _____ day of _____ 2023.

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
01-5064				
GLEN MORRIS	164	Stipend	07/13/2023	50.00
KAREN OTTA	80	Stipend	07/13/2023	50.00
PAUL HIGHFILL	25	Stipend	07/13/2023	50.00
ROB MILLS	163	Stipend	07/13/2023	50.00
SAUNDRA MIES-GRANTHAM	163	Stipend	07/13/2023	50.00
Total 01-5064:				250.00
Grand Totals:				250.00

Dated: JULY 3, 2023

General Manager: A. Rindley

Dated: _____

Treasurer: _____

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
01-5064				
GLEN MORRIS	163	Stipend	06/08/2023	50.00
KAREN OTTA	79	Stipend	06/08/2023	50.00
PAUL HIGHFILL	24	Stipend	06/08/2023	50.00
ROB MILLS	162	Stipend	06/08/2023	50.00
SAUNDRA MIES-GRANTHAM	162	Stipend	06/08/2023	50.00
Total 01-5064:				250.00
Grand Totals:				250.00

Dated: JUNE 12, 2023

General Manager: A. Nuhn

Dated: _____

Treasurer: _____

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
01-2520				
GSI WATER SOLUTIONS INC.	00500.017-3	MCWPP: Water Action Plan Prioritization & Early Implementation Steps Support 3/	04/10/2023	10,215.75
Total 01-2520:				10,215.75
Grand Totals:				10,215.75

Dated: JUNE 21, 2023

General Manager: A. Smith

Dated: _____

Treasurer: _____

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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
01-1310				
DANA CLARK	062723	Refund Overpayment Final Bill	06/27/2023	11.57
DANIEL LARKIN	062723	Refund Overpayment Final Bill	06/27/2023	47.98
RRB ENTERPRISES	060923	Refund Overpayment Final Bil	06/09/2023	13.05
Total 01-1310:				72.60
01-5080				
RICHARD MYERS	061523	Health Insurance Deductible Reimbursement 2023	06/15/2023	500.00
Total 01-5080:				500.00
01-5120				
LINCOLN COUNTY CLERK	061423	Election Costs	06/14/2023	793.00
Total 01-5120:				793.00
01-5271				
CHARTER COMMUNICATIONS	001293706192	Internet (Office)	06/19/2023	129.98
PIONEER CONNECT TELEPHO	0740123	Telephone Services/Internet	07/01/2023	1,661.12
Total 01-5271:				1,791.10
01-5272				
AT&T MOBILITY	06152023	Wireless	06/15/2023	154.02
Total 01-5272:				154.02
01-5273				
PIONEER CONNECT TELEPHO	0740123	WTP Telephone Services/Internet	07/01/2023	198.32
Total 01-5273:				198.32
01-5274				
AT&T MOBILITY	06152023	Wireless WTP	06/15/2023	51.34
Total 01-5274:				51.34
01-5290				
PETTY CASH	062723	AED Batteries	06/27/2023	34.86
PETTY CASH	062723	Hanging flower basket for office	06/27/2023	40.00
Total 01-5290:				74.86
01-5291				
US POSTAL SERVICE - WALDP	062223	Bulk Mailing	06/22/2023	905.13
Total 01-5291:				905.13
01-5310				
BIO-MED	100390	FMCSA Cleannghouse Query - Patrick Wolfe	06/13/2023	5.00
OREGON GOVERNMENT FINAN	1644	OGFOA 2023/24 Membership Renewal	06/30/2023	120.00
TCB SECURITY SERVICES INC.	243568	Base Monthly Account Fee	07/01/2023	40.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
TCB SECURITY SERVICES INC.	243568	Level 1 (No included calls)	07/01/2023	4.95
Total 01-5310:				169.95
01-5605				
CASCADE COLUMBIA DISTRIBU	868551	Sulfuric Acid 50% 55 gallon drum	06/12/2023	201.60
CASCADE COLUMBIA DISTRIBU	868551	Aluminum Chlorohydrate (PAX-XL19)	06/12/2023	1,888.00
CASCADE COLUMBIA DISTRIBU	868551	Container Deposit	06/12/2023	75.00
CASCADE COLUMBIA DISTRIBU	868551	Container Deposit	06/12/2023	400.00
CASCADE COLUMBIA DISTRIBU	868551	Citric Acid 50% Soln NSF (55 gal drum)	06/12/2023	863.50
CASCADE COLUMBIA DISTRIBU	868551	Container Deposit	06/12/2023	75.00
CASCADE COLUMBIA DISTRIBU	868551	Freight	06/12/2023	306.89
CASCADE COLUMBIA DISTRIBU	868551	Environmental Surcharge	06/12/2023	35.00
CASCADE COLUMBIA DISTRIBU	870227	Container Return - Credit Memo: CB PE, deposit	06/21/2023	900.00
CASCADE COLUMBIA DISTRIBU	870227	Container Return - Credit Memo: TOTE C27, deposit	06/21/2023	400.00
CASCADE COLUMBIA DISTRIBU	870227	Freight	06/21/2023	188.00
PETTY CASH	062723	Vinegar for WTP	06/27/2023	14.14
Total 01-5605:				2,747.13
01-5606				
ANALYTICAL LABORATORY GR	158653	WTP: Coliform, Count by SM 9223 B-DW (Total and/or E Coli) 5/31/2023	06/16/2023	76.00
ANALYTICAL LABORATORY GR	158853	Pickup Newport WTP	06/16/2023	17.00
Total 01-5606:				93.00
01-5610				
CENTRAL LINCOLN P.U.D.	062123	Utility Services	06/21/2023	1,544.95
Total 01-5610:				1,544.95
01-5611				
CENTRAL LINCOLN P.U.D.	062123	WTP Utility Services	06/21/2023	1,874.16
Total 01-5611:				1,874.16
01-5630				
PETTY CASH	062723	Siletz River Lumber: Sideboards for dumptruck	06/27/2023	30.00
Total 01-5630:				30.00
01-5634				
ANALYTICAL LABORATORY GR	158434	Coliform, Presence/Absence by SM 9223 B-18 (ALG) 6/7/23	06/09/2023	336.00
ANALYTICAL LABORATORY GR	158434	Pickup Newport WTP	06/09/2023	17.00
ANALYTICAL LABORATORY GR	158855	Disinfection By-Products 6/7/23	06/23/2023	640.00
Total 01-5634:				993.00
Grand Totals:				11,992.56

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
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Dated: JUNE 29, 2023

General Manager: A. Nunkus

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
01-5060				
UMPQUA BANK CARDMEMBER	062723	Sensus Xylem Reach Conference 2023. Brendi Hoch	06/27/2023	750.00
Total 01-5060:				750.00
01-5190				
FASTENAL COMPANY	ORABY189772	truck mdm first air kits	06/14/2023	578.81
FASTENAL COMPANY	ORABY189918	Shop first aid kits	06/20/2023	100.38
Total 01-5190:				679.19
01-5200				
FERGUSON WATERWORKS #30	0608961-9	Sensus Analytics Annual Operating Costs Year 5	06/01/2023	9,631.91
FERGUSON WATERWORKS #30	0608961-9	RNI Annual Operating Costs Year 5	06/01/2023	10,874.19
FERGUSON WATERWORKS #30	0608961-9	Customer Portal Annual Operating Costs Year 5	06/01/2023	7,287.67
OREGON COAST TECHNOLOG	5448	Agreement Flat Rate Agreement	07/05/2023	2,059.85
STREAMLINE	66406C7F-003	Streamline Yearly Member Fee July 1, 2023- July1, 2024	07/01/2023	2,988.00
Total 01-5200:				32,841.42
01-5208				
GS WATER SOLUTIONS INC.	00500.021-1	Beaver Creek Year 5 Water Temperature Monitoring Support Services April 1 - Ma	06/13/2023	2,676.38
GS WATER SOLUTIONS INC.	00500.021-2	Beaver Creek Year 5 Water Temperature Monitoring Support Services June 1 - Jun	07/06/2023	1,636.28
Total 01-5208:				4,512.66
01-5271				
CENTURYLINK	062523	Toledo Pump Station SCADA	06/25/2023	70.95
Total 01-5271:				70.95
01-5272				
UMPQUA BANK CARDMEMBER	062723	Apple iCloud Storage (Wynn iphone)	06/27/2023	.99
Total 01-5272:				.99
01-5290				
UMPQUA BANK CARDMEMBER	062723	Amazon: Method Foaming Hand Soap, Sea Minerals, 10 fl. (pack of 3) for office ba	06/27/2023	11.94
UMPQUA BANK CARDMEMBER	062723	Amazon: GE Water Filter System for Office	06/27/2023	69.98
UMPQUA BANK CARDMEMBER	062723	Amazon: GE Under Sink Water Filters for Office	06/27/2023	82.08
Total 01-5290:				164.00
01-5291				
US POSTAL SERVICE - WALDP	70523	10 Rolls Forever Stamps	07/05/2023	630.00
US POSTAL SERVICE - WALDP	70523	3 Sheets Forever Additional Ounce Stamps	07/05/2023	14.40
Total 01-5291:				644.40
01-5310				
CHASE PAYMENTECH	063023	Charges & Fees	06/30/2023	1,007.20
UMPQUA BANK CARDMEMBER	062723	ODOT DMV: Title, Registration & Plates for Big Tex Tandem Axle Tilt Trailer	06/27/2023	118.50
UMPQUA BANK CARDMEMBER	062723	Arlo Technologies: Arlo Camera Usage Fee	06/27/2023	4.99

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
UMPQUA BANK CARDMEMBER	062723	GFOA Renewal Fee	06/27/2023	160.00
US BANK	6962434	GO Ref Bonds Series 2012 Admin Fees 6/1/2023 - 5/31/2024	06/23/2023	575.00
XPRESS BILL PAY	INV-XPR00105	Charges & Fees	06/30/2023	964.56
Total 01-5310:				2,830.25
01-5600				
BARRELHEAD SUPPLY, INC.	335152	vulkem caulk grey	06/05/2023	10.69
FASTENAL COMPANY	ORABY189772	0 ic wb caution blue 17oz	06/14/2023	43.30
Total 01-5600:				53.99
01-5605				
CASCADE COLUMBIA DISTRIBU	867779	Sodium Permanganate 20% NSF (530 lb drum)	06/29/2023	1,387.10
CASCADE COLUMBIA DISTRIBU	867779	Freight	06/29/2023	922.09
CASCADE COLUMBIA DISTRIBU	867779	Environmental Surcharge	06/29/2023	35.00
CASCADE COLUMBIA DISTRIBU	870210	Sulfuric Acid 50% 1.4 NSF Drum	06/21/2023	403.20
CASCADE COLUMBIA DISTRIBU	870210	Container Deposit	06/21/2023	150.00
CASCADE COLUMBIA DISTRIBU	870210	Freight	06/21/2023	147.07
CASCADE COLUMBIA DISTRIBU	870210	Environmental Surcharge	06/21/2023	35.00
CASCADE COLUMBIA DISTRIBU	870212	Caustic Soda (Sodium Hydroxide) 25% (NAOH) 55 gal drums	06/21/2023	649.00
CASCADE COLUMBIA DISTRIBU	870212	Container Deposit	06/21/2023	300.00
CASCADE COLUMBIA DISTRIBU	870212	Freight	06/21/2023	147.07
CASCADE COLUMBIA DISTRIBU	870212	Environmental Surcharge	06/21/2023	35.00
Total 01-5605:				4,210.53
01-5606				
ANALYTICAL LABORATORY GR	159062	WTP: Coliform, Count by SM 9223 B-DW (Total and/or E.Coli) 6/28/2023	06/30/2023	76.00
ANALYTICAL LABORATORY GR	159062	Pickup Newport WTP	06/30/2023	17.00
Total 01-5606:				93.00
01-5611				
CONSUMERS POWER INC.	070323	Beaver Creek Intake Utilities	07/03/2023	2,103.53
Total 01-5611:				2,103.53
01-5630				
BARRELHEAD SUPPLY, INC.	335129	cored plug sqhd 1/2 lf	06/02/2023	6.99
BARRELHEAD SUPPLY, INC.	335152	1pvc s80 female adaper	06/05/2023	5.59
BARRELHEAD SUPPLY, INC.	335152	1/2 PVC S80 45deg ell	06/05/2023	2.39
BARRELHEAD SUPPLY, INC.	335152	1/2 PVC S80 sxs 90 ell	06/05/2023	1.79
BARRELHEAD SUPPLY, INC.	335152	1X3/4 PVC S80 BUSH SXs	06/05/2023	7.95
BARRELHEAD SUPPLY, INC.	335152	3/8x1/2 s80 pvc bush sxs	06/05/2023	2.55
BARRELHEAD SUPPLY, INC.	335166	1/2 PVC S80 45deg ell	06/05/2023	2.39
BARRELHEAD SUPPLY, INC.	335174	1-1/2 poly female adapter	06/05/2023	5.49
BARRELHEAD SUPPLY, INC.	335174	S80 nipple 1"x6"	06/05/2023	2.59
BARRELHEAD SUPPLY, INC.	335174	1pvc s80 45 deg ell	06/05/2023	6.59
BARRELHEAD SUPPLY, INC.	335174	1-1/2x1 pvc s80 bush bxt	06/05/2023	11.19
BARRELHEAD SUPPLY, INC.	335208	tube braid 3/4 id x 1"od	06/05/2023	12.95
BARRELHEAD SUPPLY, INC.	335208	3/4 poly female adapter	06/05/2023	5.98
BARRELHEAD SUPPLY, INC.	335210	1"pvc plug	06/05/2023	4.25
BARRELHEAD SUPPLY, INC.	335475	3/4 x 10 galv hanger iron	06/12/2023	4.59
ENGLUND MARINE SUPPLY, IN	335831	hose deckfill water lock ss 1.5	06/08/2023	70.61
ENGLUND MARINE SUPPLY, IN	9435	suction hose clear 1-1/2	06/05/2023	11.32
ENGLUND MARINE SUPPLY, IN	9816	PVC Tubing red tracer 3/8"	06/14/2023	7.92
FERGUSON WATERWORKS #30	1196234	sirt lev hdl 3/4 - 1	06/03/2023	194.92

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
FERGUSON WATERWORKS #30	1204922	SR2 electronic reg magnet	06/08/2023	39.83
NAPA AUTO PARTS	865-35226	cork/rubber 1/8" for intertie seal	06/12/2023	10.29
NEWPORT ACE HARDWARE &	145508	Insul clamps rubr 3/8"cd intertie	06/12/2023	5.97
Total 01-5630:				424.14
01-5631				
NAPA AUTO PARTS	865-33773	mudflaps for dumptruc	06/05/2023	20.29
NAPA AUTO PARTS	865-34391	hitch mount for dumptruck	06/07/2023	162.78
NAPA AUTO PARTS	865-35480	Bluedeff platinum	06/13/2023	43.98
Total 01-5631:				227.05
01-5634				
OREGON LINEN	961119	Mats / Towels	06/22/2023	283.74
OREGON LINEN	962482	Paper Towels	06/21/2023	93.12
TIDY HOME CLEANING & ORGA	1023	Janitorial cleaning services	07/02/2023	550.00
VALLEY FIRE CONTROL, INC.	107989	Annual Fire Extinguisher Servi	06/23/2023	335.00
Total 01-5634:				1,261.86
01-5720				
LEGACY POWER SYSTEMS	232902370011	Load bank system generators @ \$450.00 Each	07/06/2023	2,700.00
NAPA AUTO PARTS	865-33773	5.5 gallon cans for CL2 at intertie	06/05/2023	77.98
TMG SERVICES, INC	0050160-IN	intertie Start up, with travel from Tacoma, and 8 hours labor and extra parts, trainin	06/14/2023	5,880.00
Total 01-5720:				8,657.98
Grand Totals:				59,525.94

Dated: July 7, 2023

General Manager: A. Rudis

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
01-1310				
WALLACE HEWITT TRUST	070523	Refund Overpaid Final Bill	07/05/2023	6.60
Total 01-1310:				6.60
01-2530				
GSI WATER SOLUTIONS INC.	00500.015-10	MCWCC Year 2 Professional Services 4/1-4/30/2023	05/12/2023	4,301.13
GSI WATER SOLUTIONS INC.	00500.015-11	MCWCC Year 2 Professional Services 5/1-5/31/2023	06/13/2023	1,742.50
GSI WATER SOLUTIONS INC.	00500.015-12	MCWCC Year 2 Professional Services 6/1-6/30/2023	07/06/2023	1,222.15
GSI WATER SOLUTIONS INC.	00500.015-13	MCWCC Year 2 Professional Services 6/1-6/30/2023 Second June Invoice	07/10/2023	648.43
Total 01-2530:				7,914.21
01-5063				
BRENDI HOCH	070523	Quarterly Mileage Reimbursement (April-June 2023)	07/05/2023	41.00
JOCELYN KING-CORTES	070523	Quarterly Mileage (April - June 2023)	07/05/2023	72.05
PATRICIA M KARLSEN	063023	Quarterly Mileage (April - June 2023)	06/30/2023	42.31
Total 01-5063:				155.36
01-5610				
DAHL DISPOSAL SERVICE, INC	063023	Service (Office)	06/30/2023	69.75
DAHL DISPOSAL SERVICE, INC	063023	Service (Shop)	06/30/2023	69.75
Total 01-5610:				139.50
01-5634				
ANALYTICAL LABORATORY GR	159193	Coliform, Presence/Absence by SM 9223 B-18 (ALG) 7/5/23	07/07/2023	336.00
ANALYTICAL LABORATORY GR	159193	Pickup Newport WTP	07/07/2023	17.00
ONE CALL CONCEPTS, INC.	3061107	Regular Tickets/Modem Delivery	06/30/2023	36.74
Total 01-5634:				389.74
03-5770				
JACOBS ENGINEERING GROUP	D3362301-037	Phase 4 Beaver Creek: Project Inspection thru 6/30/2023	07/07/2023	7,815.00
JACOBS ENGINEERING GROUP	D3362301-037	Phase 4 Beaver Creek: Software Development thru June 30,2023	07/07/2023	175.00
Total 03-5770:				7,990.00
11-5751				
LEGACY POWER SYSTEMS	222921140012	East Bayshore Pump Station Generator	07/05/2023	14,684.27
LEGACY POWER SYSTEMS	222921150012	Cross Street Pump Station Generator	07/05/2023	17,106.37
Total 11-5751:				31,790.64
13-5728				
CIVIL WEST ENGINEERING SRV	2801.001A.002	General Services 6/1/23-6/30/23 WMCP	07/03/2023	77.50
GSI WATER SOLUTIONS INC.	00500.018-1	WMCP Update 4/1/23-4/30/23	05/12/2023	1,267.50
GSI WATER SOLUTIONS INC.	00500.018-2	WMCP Update 5/1/23-5/31/23	06/12/2023	6,662.50
GSI WATER SOLUTIONS INC.	00500.018-3	WMCP Update 6/1/23-6/30/23	07/08/2023	2,312.50
Total 13-5728:				10,320.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Grand Totals:				<u>58,508.05</u>

Dated: July 10, 2023

General Manager: A. Winkler

Dated: _____

Treasurer: _____

Report Criteria:

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

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SEAL ROCK WATER DISTRICT
MINUTES OF THE
Regular Board Meeting, Rate Hearing, and Budget Hearing
by Zoom Conference Call and In Person
May 11, 2023

Introduction to Remote Meeting:

Denlinger, General Manager, explained that this board meeting is being conducted remotely and in person. Due to the limited capacity for in-person meetings, the public is invited to attend this meeting electronically. He further explained that the Board President will call each name to confirm those who are present via Zoom conference. After each person hears their name, they need to reply. For each decision item on 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 names, he or she will give a vote in the affirmative by saying YES or negative by saying NO.

Call Regular Meeting to Order:

President Rob Mills called the work session & regular board meeting to order at 4:01 p.m., Thursday, May 11, 2023.

Present:

President Rob Mills confirmed that all commissioners present can hear each other by doing a roll call. No one was present on Zoom Conference Call. Present in person in the Board room were Commissioner Rob Mills, Board President; Commissioner Glen Morris, Member; Commissioner Paul Highfill, Member. Attorney Jeff Hollen, Legal Counsel. Staff: Adam Denlinger, General Manager; Joy King-Cortes, Office Manager. Members of the public attending through Zoom were Teresa Denlinger and Claire Gerdes.

Excused Absences: Commissioners Karen Otta and Sandra Mles-Grantham

Announcements/Public Comments:

President Rob Mills asked if there are any announcements.

Commissioner Glen Morris recommended moving the rate hearing and budget hearing after approving the consent calendar on the agenda so that those attending don't need to wait. Commissioner Paul Highfill had no announcement; Joy King-Cortes, Office Manager had no announcement; General Manager, Adam Denlinger had no announcement. Attorney Jeff Hollen had no announcement. President Rob Mills had no announcement.

Consent Calendar:

Items on the consent calendar are April/May 2023 Invoices List for approval; April 13, 2023, Regular Board Meeting minutes; April/May 2023 Financial Report; and General Manager's Monthly Report. President Rob Mills asked if each commissioner reviewed the consent calendar items. Commissioner Glen Morris answered YES; Commissioner Paul Highfill answered YES; and President Rob Mills answered YES. Commissioner Glen Morris motioned to approve the consent calendar. Commissioner Paul Highfill seconded the motion. The motion passed 3-0.

Rate Hearing: President Rob Mills open the public hearing at 4:05 pm in accordance with ORS Chapter 294.312, to receive public comments regarding the proposed water rate adjustment for FY 203-24. The GM, Adam Denlinger explained that the cost of materials and services has gone up 35%, affecting the district's operation. In the last two years, the board decided not to increase the rates and see how the new water treatment plant affects operational costs when completed. There are new costs in running the new water treatment plant like chemicals, utilities, and regulatory requirements. The district is subject to compliance with the EPA's new Lead and Copper Rule and increase sampling for testing.

The required public notice was provided to customers as inserts to the monthly bills. The staff received six emails from the customers and were included as public testimonies in the board meeting packet. The staff received additional four emails this morning which are added to the meeting packet as part of the public testimonies. One of the emails is from Claire Gerdes who is present through Zoom. President Rob Mills asked Ms. Gerdes if she has additional comments to which she replied that her testimony/comment is contained in the email and that she has no additional comment at this time.

Budget Hearing:

President Rob Mills closed the rate hearing at 4:10 pm and opened the budget hearing for public testimony. The FY 2023-24 Budget includes the amount for the annual operations of the district, annual loan payments, and contributions to required reserves. On April 20, 2023, at 6:00 pm, the Budget Committee held a meeting to review and approve the proposed budget in the amount of \$10,749,570. The staff did not receive any written comments regarding the budget approved by the Budget Committee. President Rob Mills asked the public present through Zoom if she had any comments to which she replied she has no comment. President Rob Mills closed the budget public hearing at 4:15 pm and reconvened the regular board meeting

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Discussion and Information Items:

Primary Source Water Project Update: The Water Treatment Plant is operating for a month now without interruption. The contractor has been on-site to work on items on the punch list. The contractor used a camera in locating the problem with the drain line. It was discovered that the problem is not under the concrete but outside the WTP between the building and the wash basin where there is a crack on the pipe. Excavation to repair the drain pipe is scheduled for next week. On April 27, the SRWD staff and engineers hosted a tour of the Water Treatment Facility for the Makai Community which is most impacted by the project. The engineers at the beginning of the project, Paul Berg and Tom Engleson attended the tour and answered questions from the customers. John Filbert who was a board member in the beginning phase of the project also attended the tour which was attended by about 60 people who took the opportunity to see how water is treated from Beaver Creek through the Ultra Membrane Filtration before water is delivered to the customers.

Decision Items:

Consider Approving Amendment No. 4 to Owner – Engineer Agreement:

Jacobs Engineer submitted Amendment No. 4 to increase the contract by \$36,560. This cost is due to continued support caused by the delays in project completion. This cost is not covered by USDA loans and grants and will be paid from the district’s money in the Capital Projects Fund. Commissioner Glen Morris motioned to approve Amendment No. 4. Commissioner Paul Highfill seconded the motion. The motion was passed 3 – 0.

Consider Approving Resolution No. 0523-01:

During the April 20, Budget Committee Meeting it was discussed that the Depreciation/Short-lived Assets Replacement Account (SLARA) Fund description needs to be amended to include: paying for repairs and/or replacement of major system assets based on the preliminary report schedule of short-lived assets with an estimated life of 15 years or less as specified by USDA Letter of Conditions. Commissioner Glen Morris motioned to approve Resolution 0523-01. Commissioner Paul Highfill seconded the motion. The motion was passed 3 – 0.

Reports, Comments, Correspondence:

The office will be closed on May 9, in observance of Memorial Day. The district received a Drinking Water Services Outstanding Performance Certificate from the Oregon Health Authority (OHA) as a result of the water system survey performed by OHA on March 13, 2023. The SRWD water system facilities were found to be well-operated and maintained by knowledgeable staff. As an Outstanding Performer, the next system survey will be done in five years instead of every 3 years.

The district also received the Pacific Northwest Meter System of the Year 2023 at the Utility Solution Expo in Seaside. The district received this award for the team’s vision and determination to take the smart water grid system and customer service to the next level. The award was accepted by Brendi Hoch and Brad Wynn who attended the expo.

Recessed Regular Board Meeting: President Rob Mills recessed the Regular Board Meeting at 4:32 p.m. to go into an executive Session.

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 regard 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. The public who attended the meeting through Zoom were excused from the executive session.

Reconvened Regular Board Meeting: President Rob Mills adjourned the Executive Session and reconvened the Regular Board Meeting at 5:15 p.m.

Adjournment: Motioned by Commissioner Glen Morris to adjourn the meeting. The motion was seconded by Commissioner Paul Highfill. The meeting was adjourned at 5:16 p.m.

Next Board Meeting: June 8, 2023, at 4:00 Regular Board Meeting.

Approved by Board President Date:

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**SEAL ROCK WATER DISTRICT
MINUTES OF THE
Regular Board Meeting
by Zoom Conference Call and In Person
June 8, 2023**

Introduction to Remote Meeting:

Denlinger, General Manager, explained that this board meeting is being conducted remotely and in person. Due to the limited capacity for in-person meetings, the public is invited to attend this meeting electronically. He further explained that the Board President will call each name to confirm those who are present via Zoom conference. After each person hears their name, they need to reply. For each decision item on 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 names, he or she will give a vote in the affirmative by saying YES or negative by saying NO.

Call Regular Meeting to Order:

President Rob Mills called the work session & regular board meeting to order at 4:00 p.m., Thursday, June 8, 2023.

Present:

President Rob Mills confirmed that all commissioners present can hear each other by doing a roll call. No one was present on Zoom Conference Call. Present in person in the Board room were Commissioner Rob Mills, Board President; Commissioner Karen Otta, Treasurer; Commissioner Saundra-Mies Grantham, Secretary; and Commissioner Paul Highfill, Member. Attorney Jeff Hollen, Legal Counsel. Staff: Adam Denlinger, General Manager; Joy King-Cortes, Office Manager.

Excused Absences: Commissioner Glen Morris.

Announcements/Public Comments:

President Rob Mills asked if there are any announcements.

Commissioner Karen Otta had no announcement; Commissioner Saundra-Mies Grantham had no announcement; Commissioner Paul Highfill had no announcement; Joy King-Cortes, Office Manager had no announcement; General Manager, Adam Denlinger had no announcement. Attorney Jeff Hollen had no announcement. President Rob Mills had no announcement.

Consent Calendar:

Items on the consent calendar are May/June 2023 Invoices List for approval; May 13, 2023, Regular Board Meeting minutes; May/June 2023 Financial Report; USDA PMR Phase IV No. 34; and General Manager's Monthly Report. President Rob Mills asked if each commissioner reviewed the consent calendar items. Commissioner Karen Otta answered YES; Commissioner Saundra Mies-Grantham answered YES; Commissioner Paul Highfill answered YES; and President Rob Mills answered YES. May 13, 2023, minutes will be approved in the July Board meeting since there is no majority present to approve it. Commissioner Karen Otta motioned to approve the consent calendar not including the May 13, 2023, Board Meeting Minutes. Commissioner Paul Highfill seconded the motion. Commissioner Karen Otta commented that the last name of the engineer who attended the Water Treatment open house is Engleson. Joy King will update the minutes. The motion passed 4-0.

Discussion and Information Items:

Primary Source Water Project Update: There have been activities with the contractors and subcontractors recently working on the items on the final punch list. Many items have been completed and are being reviewed by the engineer. The 2" drain line located between the membrane building and the wash basin had been repaired; the floats at the intake site had been replaced; and the labeling of the electrical wiring throughout the project location had been completed. There are 3 medium size boxes containing extra material received today. The remaining items for final completion include electrical commissioning third-party testing of the generator at the WTP; the sound insulation for the backup generator which could be moved to the warranty item; and the refinishing of the concrete flooring in the WTP which could also be moved to warranty item. The Operations and Maintenance Manuals have been delivered to the engineers and are being reviewed. The project will be completed when the contractor completes the final punch list, and after the engineer reviews and certifies the project then SRWD and R&G can go into arbitration.

Jeff Hollen, legal counsel commented that the contract is very specific as to when is substantial completion. He and the opposing attorney will contact the arbitrator for his availability to set the arbitration date.

The accuracy of the electrical labeling was discussed. The GM explained that the subcontractor who did the electrical work throughout the project location is the same contractor that did the electrical labeling.

63 **Decision Items:**

64 **Resolution 0623-01: Rate Adjustment Resolution:**

65 A rate hearing notice was sent to customers as an insert to the monthly bills inviting patrons to attend the rate hearing
66 held on May 11, 2023, at 4:00 pm. Ten comments were received through email for the May 11 rate hearing. Five
67 additional comments were received and are included in the June 8 board meeting packet. The impact of the inflationary
68 costs in Materials and Services is affecting the district and is a significant driver for this year’s rate increase. To meet the
69 ongoing operational and maintenance needs of the water distribution system, and the newly constructed water treatment
70 system it is necessary to increase the rate. Commissioner Karen Otta motioned to adopt Resolution 06-23-0, a resolution
71 adjusting the rates and charges to be paid by customers of the Seal Rock Water District. President Rob Mills seconded
72 the motion. The motion was passed 4 – 0.

73 **Resolution 0623-02: FY 2023-24 Budget:**

74 On April 20, 2023, the Budget Committee held a Budget Committee meeting to review and approved the FY 2023-24
75 Budget. A public hearing was held during the regular board meeting on May 11, 2023, to receive public comments
76 regarding the FY 2023-24 Budget approved by the Budget Committee. The staff did not receive any comments by mail,
77 phone, and email. Commissioner Karen Otta motioned to adopt Resolution 0623-02, a resolution adopting the
78 FY 2023-24 in the amount of \$10,749,570; a resolution making appropriations; a resolution imposing the tax; and a
79 resolution categorizing the tax. Commissioner Sandra Mies-Grantham seconded the motion. The motion was
80 passed 4 – 0.

81 **Reports, Comments, Correspondence:**

82 Five comments from customers were received regarding the rate increase.

83 **Recessed Regular Board Meeting:** President Rob Mills recessed the Regular Board Meeting at 4:43 p.m. to go into an
84 executive Session.

85 **Executive Session: according to ORS 192.660(2), Concerning:**

86 The SRWD Board may meet in Executive Session, pursuant to ORS 192.660(2)(h); To consult with legal counsel
87 concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
88 Representatives of the news media and designated staff shall be allowed to attend the executive session. All other
89 members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to
90 report on any of the deliberations. No final decisions shall be made in Executive Session.

91 **Reconvened Regular Board Meeting:** President Rob Mills adjourned the Executive Session and reconvened the
92 Regular Board Meeting at 5:12 p.m.

93 **Adjournment:** Motioned by Commissioner Paul Highfill to adjourn the meeting. The motion was seconded by
94 Commissioner Karen Otta. The meeting was adjourned at 5:13 p.m.

95 **Next Board Meeting:** June 8, 2023, at 4:00 Regular Board Meeting.

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SRWD Monthly Financial Report

Monthly Statistics		Comments			
Total customers	2672	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	\$399,001.41	\$18,041.44	\$417,042.85		
Bond	\$665,901.22	\$0.00	\$665,901.22		
Capital Projects	\$118,640.01	\$68,562.03	\$187,202.04	\$7,421,586 Interim Loan Proceeds	
Revenue Bond	\$2,793.97	\$4,366.54	\$7,160.51		
Rural Development Reserve	\$0.00	\$98,673.20	\$98,673.20		
Dist. Office/Shop Reserve	\$3,614.93	\$123,780.83	\$127,395.76		
Depreciation/SLARA Reserve	\$0.00	\$260,712.46	\$260,712.46		
SDC (formerly SIP)	\$0.00	\$705,698.16	\$705,698.16	\$1,278,478.50 SDC collections thru 6/30/2023	
Water Source Improvement Rsrv	\$0.00	\$253,661.48	\$253,661.48		
TOTALS	\$1,189,951.54	\$1,533,496.14	\$2,723,447.68		
General Fund Review	Current	FYTD	Budgeted Amount	Comments	
Revenue	\$236,367.16	2,485,715.32	\$2,836,650.00		
Expenses	\$111,963.13	2,352,827.96	\$2,836,650.00	Contingency \$100,000; Transfers \$428,350; Total expenses budgeted \$2,308,300	
Net Gain or (Loss) from Operations	\$124,404.03	\$132,887.36			
Water Sales Revenue Comparison	Month	FYTD	Comments		
Water Sales Current Year	\$228,028.11	\$2,124,074.66	Leak Adjustments & Billings Adjustments (YTD = July - June)		
Actual+In Lieu of Water Sales Less H2O CR	\$233,026.02	\$2,183,907.39	Billing Adj FYTD \$40.00		
Water Sales Prior Year	\$168,241.58	\$2,141,477.45	Leak Adj/Write off FYTD \$127.27		
Actual+In Lieu of Water Sales Less H2O CR	\$173,241.58	\$2,197,055.95	TOTAL FYTD ADJUSTMENTS \$167.27		
Over or (Under)	\$59,786.53	-\$17,402.79	Note: Rate increase effective 6/1/2023		
Gallonage Comparison	Current	Prior Year	Cost Comparison	Current	Prior Year
Gallons Purchased/Intertie/WTP Treated	11,525,510	7,655,092	Toledo Charges	\$0.00	\$46,685.10
Gallons Sold (includes accountable loss & intertie)	8,788,812	6,719,471	SRWD Sales	\$228,028.11	\$168,241.58
Variance %	23.74%	12.22%	Ratio: Sales/Cost	0.00	3.60
Gallons Produced/Treated at WTP	11,525,000		5/11-6/12/2023		
Gallons from Toledo Master Meter	0		Toledo Master Meter Readings read by SRWD field crew		
SRWD Intertie Usage (Purchased)	510		Additional water SRWD used/purchased from Newport Intertie		
Total Water Received	11,525,510				
City of Newport Intertie Usage (Sold)	0		Gallons sold to City of Newport for water used from the Newport Intertie		
Total Gallons Accounted	8,088,697		From flushing, leaks, CL2 Analyzer, & fire hydrant use & R&G		
Total Gallons Unaccounted	3,436,813				
Water Loss Percentage	29.82%				
Approval To Pay Bills	Payroll 6/2/2023 \$25,018.24		Payroll 6/16/2023 \$26,494.36		Payroll 6/30/2023 \$24,738.12
Month of:	June	(after meeting)	July		
	GF A/P	\$11,992.56	GF A/P	\$51,328.60	up to 7/7/2023
	SDC Fund	\$0.00	SDC Fund	\$8,007.50	WMCP (water management & conservation plan)
	Bond/Rev Bond Fund	\$0.00	Bond/Rev Bond Fund	\$0.00	
	Depreciation/SLARA	\$0.00	Depreciation/SLARA	\$31,790.64	Cross St/East Bayshore Pump Station Generators
	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	\$10,215.75	MCWPP	\$0.00	
	MCWCC	\$0.00	MCWCC	\$6,043.63	
Monthly Accrual Statistics	Beg. Balance	Accrued	Used/Paid	Balance	
	5/31/2023			6/30/2023	
Office Overtime Hours (2-01)	0.00	0.00	0.00	0.00	
Field Overtime Hours (2-02)	0.00	15.00	15.00	0.00	
PTO (3-01)	3076.29	178.17	136.25	3118.21	
Comp Time (9-01 / 9-02)	138.13	35.26	86.25	87.14	

c:\msoffice\excel\guide21				OR Instruction 1780			
				Modified OR Guide 21			
PROJECT MONITORING REPORT		1. Type of Request		2. Report No.		35	
		Final <input type="checkbox"/> Partial <input checked="" type="checkbox"/>				updated 5-11-2020	
3. REPORT PERIOD		4. BORROWER INFORMATION					
Ending 06/30/2023		Name: Seal Rock Water District					
		Address: 1037 NW Grebe Street, Seal Rock, OR 97376					
BUDGET ITEMS				STATUS OF BUDGET			
(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)
		Budgeted	Budget	Revised	Previous	This	TOTAL
		Amounts	Change	Budget	Total	Period	(d)+(e)
		(from LOC)					Remaining Balance (c)-(f)
a. Engineering- Design		\$947,000	\$91,000.00	\$1,038,000.00	\$1,038,000.00		\$ 1,038,000.00
b. Engineering- Membrane Pre-purchase		\$35,000	\$2,990.00	\$37,990.00	\$37,990.00		\$ 37,990.00
c. Engineering- Bid Services		\$45,000	-\$3.00	\$44,997.00	\$44,997.00		\$ 44,997.00
d. Engineering-Basic Engineering		\$380,000	\$27,799.86	\$407,799.86	\$407,799.86		\$ 407,799.86
e. Engineering-Project Inspection		\$0	\$696,784.02	\$696,784.02	\$687,198.48	\$ 7,615.00	\$ 694,813.48
f. Engineering-Start Up		\$20,000	\$10,000.00	\$30,000.00	\$30,000.00		\$ 30,000.00
g. Engineering- Software Development		\$0	\$305,835.12	\$305,835.12	\$301,124.68	\$ 175.00	\$ 301,299.68
h. Legal Services/Land Purch. (easements)		\$400,000	\$77,205.02	\$477,205.02	\$477,205.02		\$ 477,205.02
i. Geotechnical Site Investigation		\$51,000	-\$23.00	\$50,977.00	\$50,977.00		\$ 50,977.00
j. Surveying		\$26,000	\$3,962.00	\$29,962.00	\$29,962.00		\$ 29,962.00
k. Permitting		\$170,000	\$48,486.00	\$218,486.00	\$218,486.00		\$ 218,486.00
l. Archeological/Environmental Mitigation		\$40,000	-\$22,954.00	\$17,046.00	\$17,046.00		\$ 17,046.00
m. Bond counsel Services		\$80,000	-\$24,500.00	\$55,500.00	\$55,500.00		\$ 55,500.00
n. Interim Interest & Expense		\$360,000	-\$161,028.78	\$198,971.22	\$198,971.22		\$ 198,971.22
o. Consultant/Admin/Legal-phase 4		\$12,000	\$127,414.01	\$139,414.01	\$139,414.01		\$ 139,414.01
p. Line of Credit Refinance (COT expenses)		\$1,616,500	-\$429,500.00	\$1,187,000.00	\$1,187,000.00		\$ 1,187,000.00
q. Line of Credit Refinance- Interest		\$0	\$22,914.00	\$22,914.00	\$22,914.00		\$ 22,914.00
r. Contingency		\$1,306,000	-\$1,301,233.16	\$4,766.84	\$0.00		\$ -
s. Additional IFA Services		\$0	\$342,502.74	\$342,502.74	\$342,502.74		\$ 342,502.74
t. Tree Clearing		\$0	\$13,785.00	\$13,785.00	\$13,785.00		\$ 13,785.00
u. Tank Removal		\$0	\$18,752.00	\$18,752.00	\$18,752.00		\$ 18,752.00
v. Software/Licensing			\$28,396.24	\$28,396.24	\$28,396.24		\$ 28,396.24
x. Construction Costs:					\$0.00		
1. Contractor R&G		\$8,966,000	\$1,743,799.43	\$10,709,799.43	\$9,892,318.82		\$ 9,892,318.82
2. Westech- Membrane Purchase		\$922,000	-\$17,611.50	\$904,388.50	\$904,388.50		\$ 904,388.50
3. Other-Electrical at Intake/WTP		\$0	\$202,421.50	\$202,421.50	\$202,421.50		\$ 202,421.50
4. Other-Compaction Test		\$0	\$52,400.50	\$52,400.50	\$52,400.50		\$ 52,400.50
5. Other-98th St. PRV Calibration		\$0	\$5,210.00	\$5,210.00	\$5,210.00		\$ 5,210.00
6. Other- Electrical VFD		\$0	\$12,500.00	\$12,500.00	\$12,500.00		\$ 12,500.00
k. TOTAL PROJECT COST		\$15,376,500	\$1,877,304.00	\$17,253,804.00	\$16,417,260.57	\$ 7,790.00	\$16,425,050.57
l. Funding Allocation							
1) Business Oregon Loan/Grant		\$3,481,000	\$0	\$3,481,000.00	\$3,481,000.00		\$ 3,481,000.00
2) USDA Rev Bond Loan		\$2,547,000	\$0	\$2,547,000.00	\$2,547,000.00		\$ 2,547,000.00
3) USDA GO Bond Loan		\$6,549,000	\$0	\$6,549,000.00	\$6,549,000.00		\$ 6,549,000.00
4) USDA Grant		\$2,799,500	\$0	\$2,799,500.00	\$2,799,500.00		\$ 2,799,500.00
5) USDA Sub Grant		\$0	\$1,500,000	\$1,500,000.00	\$676,888.16	\$864.39	\$677,752.55
6) Applicant Contribution		\$0	\$374,185	\$374,185.00	\$360,753.41	\$6,925.61	\$ 367,679.02
7) Interest			\$3,119.00	\$3,119.00	\$3,119.00		\$ 3,119.00
m. TOTAL PROJECT FUNDING		\$15,376,500	\$1,877,304.00	\$17,253,804.00	\$16,417,260.57	\$ 7,790.00	\$ 16,425,050.57
n. Percentage of Completion					95%	0%	95%
5. CERTIFICATION							
<i>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.</i>							
BORROWER		Signature of Authorized Certifying Official				Date Submitted:	
		Adam Denlinger, General Manager				07/14/2023	
						Telephone:	
						(541) 563-3529	
6. RURAL DEVELOPMENT ACCEPTANCE							
<i>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.</i>							
RURAL UTILITIES SERVICE		Signature of Authorized Certifying Official				Date Submitted:	
		Holly Halligan, Area Loan Specialist				Telephone:	
						(541) 801-2682	
NOTES:							



1037 NW Grebe Street
 Seal Rock, Oregon 97376
 Phone: 541.563.3529 – Fax: 541.563.4246
www.srwd.org



Seal Rock Water District

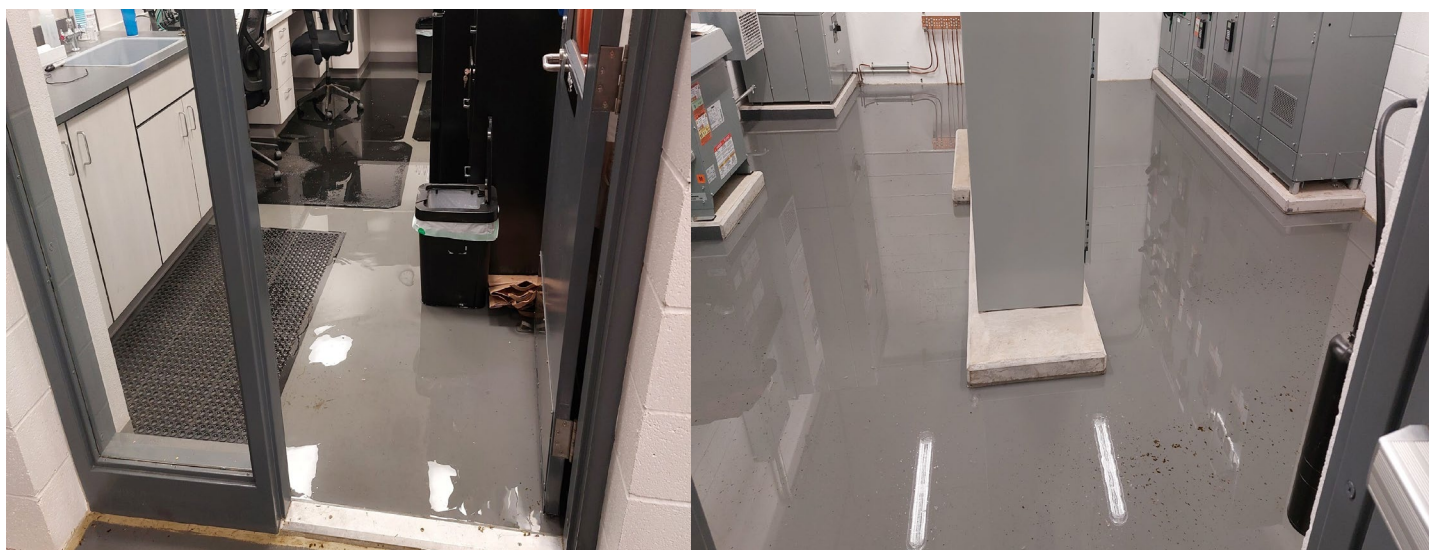
General Manager's Report:
 Board Meeting July 13, 2023

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:

Jacobs engineers continue tracking final punch-list items necessary to certify final project completion. The contractor has been very slow in responding to the final punch list items. Operations staff assisted the contractor in facilitating repairs to the 2-inch drain line located between the membrane building and backwash basins. Sub-contractor was on site to complete labeling electrical wiring throughout the project. The remaining items for final completion include Electrical Commissioning Third Party Testing of the Generator at the WTP performed by Taurus, complete O&M manuals, and sound insulation for the backup generator.

Operators at the water treatment plant were alerted in the evening hours on Thursday, July 6th of water on the floor at the WTP. Crews arrived to discover that a pipe connecting the lower end of a membrane module had completely shattered. This created a substantial amount of flooding throughout the building including the operations and electrical room. While operators were able to complete repairs to the module, they spent a considerable amount of time performing extensive cleanup. Operators are working with engineers and the manufacturer (WesTech) regarding what may have caused the pipe to shatter.



Operator Control Room:

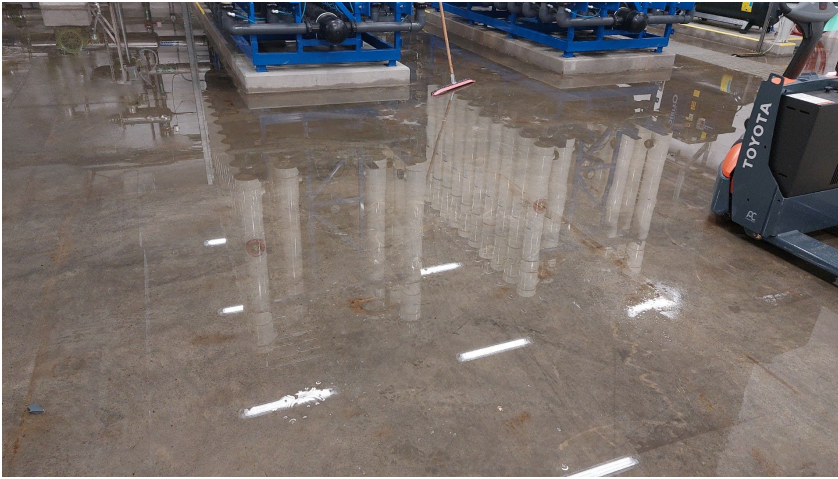
Electrical Room:

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

Adam Denlinger, General Manager

adenlinger@srwd.org

www.srwd.org



WTP Flooding:




Shattered Pipe:

Due to low stream flows on Beaver Creek this time of year operators are struggling to treat the water due to poor raw water quality. In order to treat the organics in the raw water, operators are having to use more pretreatment chemicals and perform more frequent backwashing to keep the filter skids clean. Operators are keeping up with conditions, however, staff are looking into other treatment options for handling poor raw water quality during low flow conditions. This may include the installation of Granular Activated Carbon (GAC) filter system on the finished water to reduce taste and odor complaints.

Other notable activities for the month include:

- Attended meetings with engineers to discuss final completion and schedule for work on punch list items for the Beaver Creek Source Water Project.
- Met with representatives from the OSU Pac-Wave Energy project to discuss the next phase of work occurring at the Driftwood State Park Facility.
- Attended the June SDAO Board of Directors meeting in Salem.
- Met with representatives from USDA-RD to provide project status reports.
- Attended Mid Coast Water Conservation Consortium Meeting.
- Met with property owners in the district to discuss water quality on Riggen Ave.
- Attended OWRD Place-Based Planning Quarterly in person Meeting in Newport. District staff provided a presentation to the group regarding the success of the district's AMI system.
- Met with GSI Water Solutions to review progress on MC-WPP, and the Water Management and Conservation Plan.
- Attended SDAO Legislative Water Committee meetings.
- Attended the Monthly Oregon Water Utility Commission (OWUC) Meeting.
- Met with legal counsel to discuss project completion and potential schedule for arbitration.

I certify that the votes recorded on this abstract correctly summarize the tally of votes at the election indicated

 Amy A Southwell, Lincoln County Clerk



	Commissioner, Position 5 Seal Rock Water District						Commissioner, Position 3 Southwest Lincoln County Water District					
	Write-in Totals	Write-in: Not Assigned	Total Votes Cast	Overvotes	Undervotes	Larry Anthony	Write-in Totals	Write-in: Not Assigned	Total Votes Cast	Overvotes	Undervotes	
01 WALDPOR	19	0	19	0	11	8	0	0	8	0	4	
03 SEAVIEW						214	1	1	215	0	103	
05 YACHATS						55	0	0	55	0	29	
06 BAYVIEW	299	4	303	0	221							
07 SEAL ROCK	223	2	225	0	178							
08 SOUTH BEACH	149	0	149	0	80							
Totals	690	6	696	0	490	277	1	1	278	0	136	

Official Abstract of Votes - May 16, 2023 Special Election

County of Lincoln - State of Oregon

Dated this 23rd day of June, 2023

I certify that the votes recorded on this abstract correctly summarize the tally of votes at the election indicated

Amy A Southwell

Amy A Southwell, Lincoln County Clerk



Commissioner, Position 5 Panther Creek Water District

Commissioner, Position 4 Seal Rock Water District

	VOTE FOR 1						VOTE FOR 1					
	Richard T Seeberger	Write-in Totals	Write-in: Not Assigned	Total Votes Cast	Overvotes	Undervotes	Glen Morris	Write-in Totals	Write-in: Not Assigned	Total Votes Cast	Overvotes	Undervotes
01 WALDPART							19	0	0	19	0	11
06 BAYVIEW							308	3	3	311	0	213
07 SEAL ROCK							226	2	2	228	0	175
08 SOUTH BEACH							150	1	1	151	0	78
23 SUNSET EAST	55	1	1	56	0	15						
24 ROSE LODGE	0	0	0	0	0	0						
Totals	55	1	1	56	0	15	703	6	6	709	0	477

Your Drinking Water Quality Report



1037 NW Grebe Street
Seal Rock, Oregon 97376
Phone: 541.563.3529 – Fax: 541.563.4246
www.srwd.org



Seal Rock Water District

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

Look Inside for Laboratory Tap Water Results

This report issued June 2023 contains water quality data for the year 2022.

You can have confidence in the quality of your drinking water.

The Seal Rock Water District consistently delivers water that meets or exceeds all federal and state standards.



- ...Where your drinking water comes from?
- ...How your drinking water is treated?
- ...About the quality of your drinking water?

Our Mission:

“With a goal to become a leader in the source water and distribution industry, SRWD will strive to become the supplier of choice for high quality reasonably priced water to meet the growing needs of the Central Oregon Coast”

The Water You Drink

Seal Rock Water District Water Quality Report

Safe, reliable drinking water is a basic life necessity. Seal Rock Water District (SRWD) understands this and appreciates the opportunity to provide this essential service to the Seal Rock community every day. We believe it is important for our customers to understand where their water comes from, how safe it is, and what actions we take for its continuing quality. In accordance with federal guidelines, this report provides the information you need to know about the water you enjoy.

Is Your Water Safe?

SRWD continually delivers drinking water that meets or exceeds state and federal regulatory limits. The test results are shown on the following pages. Although the District's water supplies are tested for several regulated and unregulated constituents, only those that have been detected in the water are included in this report. The frequency of testing varies per federal and state requirements. Some people may be more vulnerable to constituents in drinking water than the general population. Immune-compromised people, such as those with cancer undergoing chemotherapy, people who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly people, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their healthcare Providers.

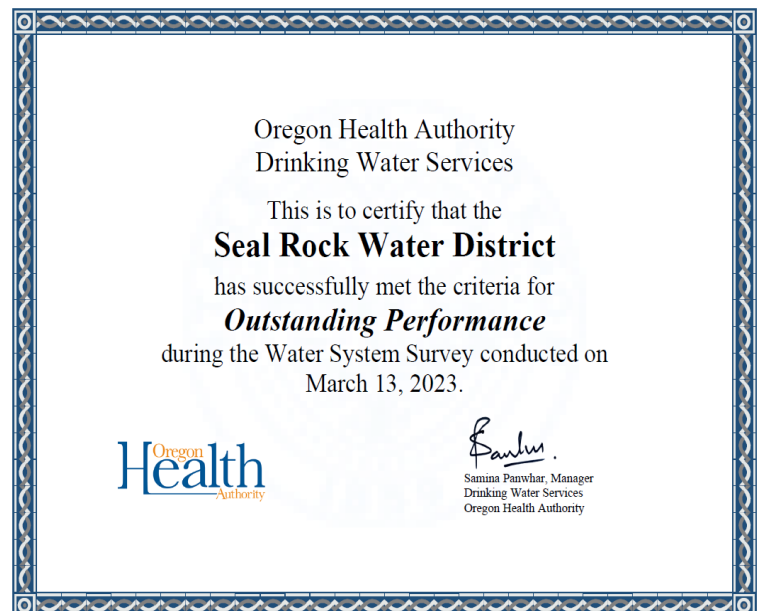


The Environmental Protection Agency (EPA)/Center for Disease Control (CDC) has issued guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbial constituents. These are available from the EPA's Safe Drinking Water Hot-line at (800) 426-4791 or at www.epa.gov.

The Oregon Health Authority (OHA) performed a source water assessment in March 2023 to comply with the 1996 Safe Drinking Water Act Amendments. OHA evaluated the district's distribution system and newly constructed Beaver Creek source water and treatment system. Due to the district's high level of response to the maintenance needs of the system, the district received recognition from the OHA as an Outstanding System Performer. Systems earning this designation recognize significant benefits as system evaluation and assessment from the State are less frequent.

The district is now fully operational on the new membrane water treatment system and we are excited to inform the Seal Rock community that achieving full project completion and certification is anticipated very soon. District customers can have the same confidence in the quality of their drinking water using the new system. The district's new system was funded by G.O. Bonds and Grants provided by the State Revolving Loan Fund Program and the US Department of Agricultural (USDA), Rural Utility Assistance Grant Program.

To learn more about the district's new water treatment facility, or to schedule a tour please visit the district's website at www.srwd.org



Providing Quality Water

Clean water is essential to the health and well-being of our community. SRWD places great importance on delivering quality water to every tap every day. No matter what route your water has taken, our goal is to provide safe quality water. SRWD staff is responsible for testing water quality throughout the distribution system to make sure it meets or exceeds regulatory standards and customer expectations, and reporting results to the proper authorities. The Oregon Health Authority Drinking Water Program is responsible for promoting compliance with drinking water standards set by the U.S. Environmental Protection Agency.

The source of drinking water (both tap water and bottled water) includes rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or human activity.

Contaminants that may be present in source water include;

- Microbial contaminants, such as viruses and bacteria which may come from septic systems, agricultural livestock operations, and wildlife.
- Inorganic contaminants, such as salts and metals, which can be naturally- occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- Organic chemical contaminants, including synthetic and volatile organic chemicals, which are byproducts of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, and septic systems.
- Radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities.

SRWD's water system is monitored 24 hours a day, 7 days a week. In addition to monitoring water flows and pressure, our state-of-the-art Supervisory Control and Data Acquisition (SCADA) system monitors several water quality parameters and security alarms. If the system identifies anything out of the ordinary, alarms alert an operator to the possible problem to allow for corrective actions if needed.

The Water Testing Process

The quality and safety of your water is our number one priority. To meet our commitment to quality water every time you turn on your tap, we constantly monitor the water by taking samples. Once these samples are taken, the testing process proceeds as follows:

- Samples are refrigerated and taken to a state lab certified for testing drinking water.
- The lab sends the test results directly to the Oregon Health Authority (OHA) Drinking Water Program.
- This Water Quality Report (including sampling results from the past year) is provided to all our customers once a year.

What Happens If One of The Samples Is Outside Of The Acceptable Range?

Each element has different regulations to adhere to if they fall outside of the acceptable range. In the extremely rare occurrence that a parameter falls outside of the range, we will re-sample it. If it still falls out of the range, we will take whatever action is necessary to rectify the situation and follow the proper notification procedures.

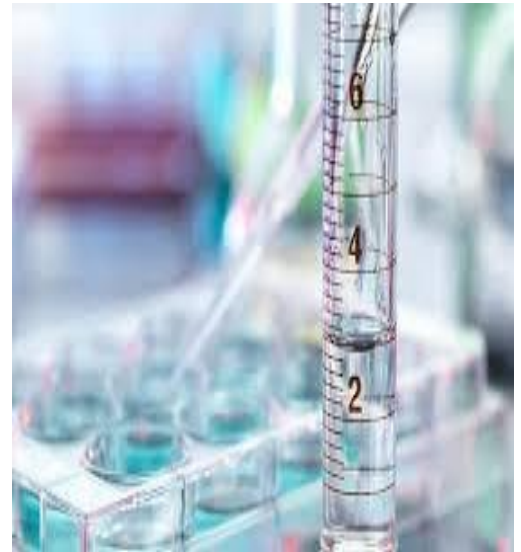
Advanced Technology Enables Water Providers to Look For More Substances than Ever

As technology improves, water providers have detected extremely small levels of substances. An example includes pharmaceuticals and personal care products (PPCPs) in certain water sources. These substances have been found at trace levels that are measured in parts per trillion (ppt). A part per trillion is equivalent to one second in 32,000 years or one cent (\$0.01) in ten billion dollars (\$10,000,000,000).

The fact that a substance is detectable does not mean the substance is harmful to humans. Research regarding the identification of various substances in water is continually improving. Ultimately, as measurement and water treatment technologies continue to improve, we are able to provide our community with expanded information and better water. For more information about PPCPs, including how to properly dispose of them (not flushing them down the drain), visit www.epa.gov/ppcp.

How Does the EPA Set Drinking Water Standards?

The EPA prescribes regulations that limit the amount of certain contaminants in water provided by public water systems. Food and Drug Administration regulations establish limits for contaminants in bottled water, which must provide the same protections for public health. The 1996 Amendments to the Safe Drinking Water Act require the EPA to go through several steps to determine whether setting a standard is appropriate for a particular constituent, and if so, what the standard should be. Peer-reviewed science and data support an intensive technological evaluation, which includes many factors: occurrence in the environment; human exposure, and risks of adverse health effects in the general population and sensitive subpopulations.



Water Quality Summary:

SRWD and the City of Toledo routinely monitor constituents in your drinking water according to Federal and State Regulations. Results are submitted to the Oregon Health Authority Drinking Water Department. The data below is divided to represent source water purchased from Toledo from January 1, 2022, to June 14, 2022, and source water treated by the district from June 15, 2022, to December 31, 2022:

Unregulated Volatile Organics (VOC)	Reporting Limit	Mill Creek Results	Siletz River Results	Units
Bromodichlormethane	0.0005	0.00641	0.00478	mg/L
Chlorodibromomethane	0.0005	0.00120	0.000740	mg/L
Chloroform	0.0005	0.0252	0.0176	mg/L

Secondary contaminants do not have health impacts, and therefore, do not have MCLs.

Secondary parameters describe non-health-related characteristics of drinking water.

Parameter	Unit Measurement	Measured Level		MCL	Likely Source Standards	Meet Standards
		Site #1	Site #2			
Total Trihalomethanes TTHMs	mg/L	0.0751	0.0834	0.080	By-products of naturally occurring organics and chlorine	No
Total Haloacetic Acids HAA5s	mg/L	0.0455	0.0451	0.060		Yes
Turbidity	NTU	Annual Average: 0.030 Highest Single Value: 0.12		0.30	Soil Erosion	Yes

LEAD AND COPPER TEST RESULTS 2022

The District is required to test again by December 2023

Parameter	MCL	Goal	Maximum Reported Value	Range	Likely Source	Meets Regs
Copper	90% of homes tested must have copper levels less than 1.3 ppm	0 ppm	100% of the homes tested 0.000 copper levels	None of the 40 homes tested had copper levels above 1.3 ppm	Household Plumbing systems	Yes
Lead	90% of homes tested must have lead levels of less than 15 ppb	0 ppb	2 of the samples tested in the range of 20.1 ppb to 24.4 ppb lead levels	2 of the 40 homes tested had lead levels above 15 ppb	Household Plumbing systems	Yes

The district had two samples out of 40 lead and copper samples in 2022 that tested above the MCL. Property owners received notification of the results.

Safeguarding Against Lead and Copper in Drinking Water:

Elevated levels of lead and copper in drinking water can cause serious problems, especially for pregnant women and young children. Materials and components used in service lines and home plumbing are the primary sources of these substances. SRWD is responsible for providing high-quality drinking water but cannot control the variety of materials used in plumbing components. If water has been exposed to these substances by sitting for several hours, any threat can be minimized by flushing the tap for a minute or two before using the water.

If customers are concerned about lead and copper, they may wish to have their water tested. Information on testing methods and steps to take to minimize exposure is available from the Safe Drinking Water Hotline or at www.epa.gov/safewater/lead.

Microbiological/Organic Contaminants	MCLG	MCL	Your Water	Tested	Violation	Typical Source
Total Coliform	0	1	0	2022	No	Naturally Present
Total Xylene	0	10.0	0.0016200	2022	No	Organic Compound
Ethyl Benzene	0	0.7	0.0005100	2022	No	Organic Compound

Seal Rock's water was tested for Asbestos in 2020 and none was detected. We are required to test again in 2029.

Some abbreviations in the above table may not be familiar. Please refer to the following definitions:

- **(MCL) Maximum Contaminant Level** - is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology. MCLs are set at very stringent levels. To understand the possible health effects for many regulated constituents, a person would have to drink 2 liters of water every day at the MCL level for a lifetime to have a one-in-a-million chance of having the described health effect.
- **(MCLG) Maximum Contaminant Level Goal** - the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **(N/A)** – not applicable. **(ND)** - non-detect.
- **(NTU) Nephelometric Turbidity Units** - a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.
- **Turbidity** – indicates how cloudy the water is. Turbidity is measured in NTUs.
- **(ppm) Parts per million** or Milligrams per liter (mg/L) - one part per million corresponds to one minute in two years or a single penny in \$10,000.
- **(ppb) Parts per billion** or Micrograms per liter (µg/L) – one part per billion corresponds to one minute in 2,000 years or a single penny in \$10,000,000.

WATER MANAGEMENT AND CONSERVATION

With the successful completion of the district-wide Smart Meter installation where the Seal Rock Water District's water meters are communicating reads via wireless radio frequencies - just like wireless Internet and cable TV, we are pleased to announce that the My Water Usage Customer Portal is available to our Seal Rock Water District customers. In the Customer Portal, you can view your usage, set up alerts, and be smart with your water usage. Our staff has been calling customers alerting them to high usage that is due to leaks or continuous water flow, but we want our customers to take a proactive part in finding and fixing leaks. Thus, with the Customer Portal, you are in the driver's seat where you can monitor your water usage. Join us in preserving and protecting our environment by monitoring your water usage for unnecessary water use. We invite you to sign up for the Customer Portal so that you can Be in the Know!

My Water Usage Customer Portal: bit.ly/mywaterusage



Frequently Asked Questions

How Can I Check For a Water Leak?

Finding water leaks can save you water, which means saving money on water bills. Please visit the district's website for helpful information on how to check for water leaks, and conservation tips.

What Can I Do to Conserve Water?

Water conservation is the most cost-effective and environmentally sound way to reduce our demand for water. This stretches our supplies further. There are a number of ways to save water, and they all start with you. There are many effective ways to conserve water in and around your home. Look through this list for ways that will work for you. When you save water, you save money on your utility bills too. Saving water is easy for everyone to do:

- When washing dishes by hand, don't let the water run while rinsing. Fill one sink with wash water and the other with rinse water.
- Some refrigerators, air conditioners, and icemakers are cooled with wasted flows of water. Consider upgrading with air-cooled appliances for significant water savings.
- Adjust sprinklers so only your lawn is watered and not the house, sidewalk, or street.
- Run your clothes washer and dishwasher only when they are full. You can save up to 1,000 gallons a month.
- Turn off the water while brushing your teeth and save 25 gallons a month.
- Install covers on pools and spas and check for leaks around your pumps.
- Use the garbage disposal sparingly. Compost vegetable food waste instead and save gallons every time.
- Plant in the fall when conditions are cooler and rainfall is more plentiful.
- Monitor your water bill for unusually high use. Your bill and water meter are tools that can help you discover leaks.
- Water your lawn and garden in the morning or evening when temperatures are cooler to minimize evaporation.
- Know where your master water shut-off valve is located. This could save water and prevent damage to your home.
- Install an instant water heater near your kitchen sink so you don't have to run the water while it heats up.
- Turn off the water while you wash your hair to save up to 150 gallons a month.

Is There an Easier Way to Have My Backflow Assembly Tested?

Do you have a backflow assembly? For your convenience, SRWD has a list of approved state-certified backflow technicians available to complete annual testing of backflow devices within the district.



Property owners are responsible for having their backflow assembly tested annually. Annual testing and certification results must be delivered to the district.

We invite you to contact the district office at **541-563-3529** if you have questions or comments. You can also visit us online at www.srwd.org. Thank you.