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SEAL ROCK WATER DISTRICT
Regular Board Meeting
Thursday, January 14, 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 in the record. 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 December 2020 to January 2021
- Board Meeting Minutes December 10, 2020
- Special Board Meeting Minutes October 22, 2020
- Financial Report / Approve Invoices December 2020 to January 2021
- Business Oregon Disbursement Request No.27 December 2021
- USDA PMR Phase IV No. 7 December 2021
- Contractor's Pay Request No. 7 December 2021
- General Manager's Monthly Report December 2020 to January 2021

- **Discussion and Information Items:**

- Consider Primary Source Water Project Update.
Presented by: Adam Denlinger, General Manager
Jeff Hollen, SRWD General Counsel
- Consider revising COVID-19 measures.
Presented by: Adam Denlinger, General Manager
Joy King, Office Manager

- **Decision Items:**

- Consider approving the FY 2021 - 2022 Budget Calendar.
Presented by: Adam Denlinger, General Manager
- Consider Appointing the SRWD Budget Officer for 2021 -2022 Budget Process.
Presented by: Adam Denlinger, General Manager

- **Reports, Comments and Correspondence:**

- District office will be closed Monday January 18th in honor of the Martin Luther King Jr. Holiday.
- Registration is open for the 2021 SDAO Annual Conference February 3-4 this is a completely virtual event.
- Dig-Deep, Strategic Funding Report

- **Executive Session: according to ORS 192.660(2), Concerning:**
The SRWD Board will now 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: February 11, 2021 @ 4:00 p.m.** Regular Board Meeting or establish date.

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
01-5065				
UMPQUA BANK CARDMEMBER	120220	Denlinger lodging for M & T Conference	12/02/2020	513.17
Total 01-5065:				513.17
01-5271				
CHARTER COMMUNICATIONS	007859712192	Internet (Office)	12/19/2020	114.98
Total 01-5271:				114.98
01-5280				
XEROX CORPORATION	012087816	Xerox 3655X Print Charges	12/02/2020	15.44
Total 01-5280:				15.44
01-5291				
UMPQUA BANK CARDMEMBER	120220	Postage: Docs sent to Hawkins/Dalafield & Wood	12/02/2020	31.35
UMPQUA BANK CARDMEMBER	120220	Postage: checks sent to US Bank for GO Bonds	12/02/2020	7.75
UMPQUA BANK CARDMEMBER	120220	Postage: check to R & G Construction	12/02/2020	7.75
US POSTAL SERVICE - WALDP	121820	Bulk Mailing	12/18/2020	873.26
Total 01-5291:				920.11
01-5310				
UMPQUA BANK CARDMEMBER	120220	OHA: Denlinger Certification 2021-2022	12/02/2020	140.00
UMPQUA BANK CARDMEMBER	120220	Prezi Annual Charge	12/02/2020	59.00
Total 01-5310:				199.00
01-5360				
UMPQUA BANK CARDMEMBER	120220	Lunch for field crew for emergency work to locate water system in Makai	12/02/2020	48.00
UMPQUA BANK CARDMEMBER	120220	Georgies Restaurant: Employee/Board Luncheon To Go Lunch in SRWD Shop	12/02/2020	315.00
Total 01-5360:				363.00
01-5604				
UMPQUA BANK CARDMEMBER	120220	CRF Grant: Apple 10.9-inch iPad Air Wi-Fi 64GB (Rob Mills)	12/02/2020	599.00
UMPQUA BANK CARDMEMBER	120220	CRF Grant: Apple 10.9-inch iPad Air Wi-Fi 64GB (Deanna Gravelle)	12/02/2020	599.00
UMPQUA BANK CARDMEMBER	120220	CRF Grant: Apple Smart Folio iPad Cover (Deanna Gravelle)	12/02/2020	79.00
UMPQUA BANK CARDMEMBER	120220	CRF Grant: Apple Smart Folio iPad Cover (Rob Mills)	12/02/2020	79.00
UMPQUA BANK CARDMEMBER	120220	CRF Grant - Amazon: HP 64 Ink Cartridge Black for Brendi Home	12/02/2020	18.89
UMPQUA BANK CARDMEMBER	120220	CRF Grant: Vistaprint Masks Adult Large (40)	12/02/2020	720.00
UMPQUA BANK CARDMEMBER	120220	CRF Grant: Apple 10.9-inch iPad Air Wi-Fi 64GB (Glen Morris)	12/02/2020	599.00
UMPQUA BANK CARDMEMBER	120220	CRF Grant: Apple 10.9-inch iPad Air Wi-Fi 64GB (Karen Otta)	12/02/2020	599.00
UMPQUA BANK CARDMEMBER	120220	CRF Grant: Apple Smart Keyboard Folio iPad Cover (Glen Morris)	12/02/2020	179.00
UMPQUA BANK CARDMEMBER	120220	CRF Grant: Apple Smart Keyboard Folio iPad Cover (Karen Otta)	12/02/2020	179.00
UMPQUA BANK CARDMEMBER	120220	CRF Grant: HP 962XL Magenta Ink Cartridge	12/02/2020	34.99
UMPQUA BANK CARDMEMBER	120220	CRF Grant: HP 962XL Cyan Ink Cartridge	12/02/2020	34.99
UMPQUA BANK CARDMEMBER	120220	CRF Grant: HP 962XL Yellow Ink Cartridge	12/02/2020	34.99
UMPQUA BANK CARDMEMBER	120220	CRF Grant: HP 962XL Black Ink Cartridge	12/02/2020	44.99
UMPQUA BANK CARDMEMBER	120220	CRF Grant: HP 62XL Black Ink Cartridge	12/02/2020	80.00

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 01-5604:				3,880.85
01-5634				
ANALYTICAL LABORATORY GR	134084	Coliform, Presence/Absence by SM 9223 B-18	12/18/2020	50.00
Total 01-5634:				50.00
01-5810				
UMPQUA BANK CARDMEMBER	120220	OVS Aurora: Parts for right of way mower	12/02/2020	247.16
UMPQUA BANK CARDMEMBER	120220	OVS Aurora: Blades for right of way mower	12/02/2020	241.87
Total 01-5810:				489.03
Grand Totals:				6,545.58

W

Dated: DEC-28-2020

General Manager: A. White

Dated: _____

Treasurer: _____

Report Criteria:

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

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				
ESTATE OF RAMONA E. FINEGA	123020	Refund Overpaid Final Billing	12/30/2020	10.81
LEROY &/OR PATRICIA FRITZ	123020	Refund Overpaid Final Billing	12/30/2020	7.56
RYAN HELMKE	122420	Refund Overpayment Final Bill	12/24/2020	17.29
Total 01-1310:				35.66
01-5272				
AT&T MOBILITY	12232020	Wireless	12/15/2020	255.20
Total 01-5272:				255.20
01-5310				
SECRETARY OF STATE	063020	Audit Filing Fee - Audit June 30, 2020	06/30/2020	250.00
STATE WATER RESOURCES CO	123020	2021 Certificate Renewal -Denlinger	12/30/2020	190.00
Total 01-5310:				440.00
01-5610				
CENTRAL LINCOLN P U D	122320	Utility Services	12/23/2020	2,789.94
Total 01-5610:				2,789.94
Grand Totals:				3,520.80

Dated: DEC -30-2020

General Manager: *A. Williams*

Dated: _____

Treasurer: _____

v. Jones

6

SEAL ROCK WATER DISTRICT
MINUTES OF THE
Regular Board Meeting by Zoom Conference Call
December 10, 2020

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 4:02 p.m., Thursday, December 10, 2020.

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; and President Rob Mills. Staff: Adam Denlinger, General Manager; Joy King, Office Manager. Atty. Jeff Hollen, District legal counsel.

Excused Absences: Commissioner Deanna Gravelle and Commissioner Sandra Mies-Grantham.

Announcements/Public Comments:

President Rob Mills asked if there are any announcements. Commissioner Glen Morris replied NO; Commissioner Karen Otta replied NO; Office Manager Joy King replied NO; General Manager Adam Denlinger replied NO; President Rob Mills had NO announcement.

Consent Calendar:

Items on the consent calendar are Invoice List for November/December 2020; November 12, 2020 minutes of the regular board meeting; October 22, 2020 minutes of special board meeting; November/December 2020 Financial Report; Business Oregon IFA Disbursement Request No. 26; USDA Phase IV PMR No. 6; Contractor's Pay Request No. 6; 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; President Rob Mills answered YES. Commissioner Glen Morris motioned to approve the consent calendar, not including the October 22, 2020 minutes of the special board meeting. Commissioner Karen Otta seconded the motion. President Rob Mills asked the commissioners for their votes. Commissioner Karen Otta voted YES; Commissioner Glen Morris voted YES, and President Rob Mills voted YES. Motion carried with 3 YES votes.

Discussion and Information Items:

Source Water Project Update:

The GM, Adam Denlinger updated the Board on the project highlights in the Monthly Report. The contractor is working on completing the remaining portion of piping that connects the pipe from lot 500 to the existing District line, then to the tank site in Makai. All PUD conduit and communication lines have been completed. At the water treatment site, the work has begun for the clear well tank foundation. The concrete for the ring wall has been completed and passed inspection. The subcontractor will begin construction of the ½ million gallons clear well the first week of January. Grinding and paving of the Beaver Creek Road including striping have been completed. Because of the pandemic it has taken longer to get some of the materials needed and the fire that happened in the coastal area affected the working conditions and affected travel from the valley to the construction site for several days, the contractor is looking into requesting an extension to finish the project. The engineer and district staff are supporting the contractor to get the work done.

Decision Items:

June 30, 2020 Financial Audit Report:

The Office Manager, Joy King updated the Board on the status of the audit. Staff received the draft audit report on December 1, for review and to complete the MD&A. The District will be able to file the June 30, 2020 Audit Report with the Secretary of State Audit Division on time. The single audit which is required by USDA as part of the loan requirement will also be filed on time. The District is in compliance with the state Local Budget Law, Oregon statutes and follows Generally Accepted Accounting Principles in preparing the financial statements. The audit report does not contain any negative comments from the auditor. Commissioner Glen Morris motioned to approve the June 30, 2020 Audit Report prepared by Grimstad and Associates. Motion was seconded by Commissioner Karen Otta. President Rob Mills asked for each commissioner's vote. Commissioner Karen Otta voted YES; Commissioner Glen Morris voted YES; President Rob Mills voted YES. Motion was passed with 3 YES votes.

Reports, Comments, and Correspondence:

GM Performance Evaluation:

President Rob Mills explained the process of how the performance review of the GM, Adam Denlinger was done. He received the completed Performance Evaluation form from each commissioner, which he compiled into one document with combined numerical ratings and comments or narratives. The document was given to the GM for his review. The GM expressed his appreciation of the format of his evaluation and the Board's comments which are in line with his own assessment. The GM was asked to provide a list of priority goals and objectives for the coming year. The GM went over and discussed the list of priority goals and objectives for the next 4 years. (Please see attached list.) The list will be revisited in 6 months to update the Board on what has been accomplished. The GM expressed that it has been a pleasure to work in the District with sophisticated Board members who are involved. He appreciates the professionalism of the Board and staff.

Office Closures:

The office will be closed on December 25 and January 1 in observance of Christmas Day and New Year's Day.

Easement Negotiation:

Atty. Jeff Hollen, legal counsel updated the Board that he is working with Atty. Jennifer Paul in the wordings that should go into the documents resulting from the easement negotiation.

Adjournment: President Rob Mills adjourned the meeting at 4:57 p.m.

Next Board Meeting: January 14, 2021, at 4:00 p.m.

Approved by Board President

Date:

SEAL ROCK WATER DISTRICT
MINUTES OF THE
Regular Board Meeting by Zoom Conference Call Only
October 8, 2020

Introduction to Remote Meeting:

Adam Denlinger, General Manager, explained that this board meeting is being conducted remotely 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. 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 4:03 p.m., Thursday, October 8, 2020.

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 Karen Otta, member; Commissioner Deanna Gravelle, Treasurer; Commissioner Sandra Mies-Grantham, Secretary; Commissioner Glen Morris, member; and President Rob Mills. Staff: Adam Denlinger, General Manager; Joy King, Office Manager; Atty. Jeff Hollen, District legal counsel.

Excused Absences: None

Announcements/Public Comments:

President Rob Mills asked if there are any announcements. Commissioner Glen Morris replied NO; Commissioner Karen Otta replied NO; Commissioner Deanna Gravelle replied NO; Commissioner Sandra Mies-Grantham replied NO; Office Manager Joy King replied NO; General Manager Adam Denlinger replied NO; President Rob Mills had NO announcement.

Consent Calendar:

Items on the consent calendar are Invoice List for September/October 2020; September 10, 2020 minutes of the regular board meeting; September/October 2020 Financial Report; Business Oregon IFA Disbursement Request No. 24; USDA Phase IV PMR No. 4; Contractor's Pay Request No. 4; 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 Deanna Gravelle 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. President Rob Mills commented on line 61 of the minutes and requested to replace the word "start" with "continue" which the Board agreed. Joy King will make the change. President Rob Mills asked the commissioners for their votes: Commissioner Glen Morris voted YES; Commissioner Karen Otta voted YES; Commissioner Deanna Gravelle voted YES; Commissioner Sandra Mies-Grantham voted YES, and President Rob Mills voted YES. Motion carried 5-0.

Discussion and Information Items:

Source Water Project Update:

The project is going along nicely. The contractor is focusing on completing the intake before or on October 15 when the in-water-work permit will expire. The contractor's next focus is to complete the backfill before pulling the sheet pile and remove the cofferdam which will complete the in-water-work. The contractor also has started laying the pipe in Makai starting at the water treatment plant location. Things are going well and all in compliance with regulations.

Decision Items:

The GM found out that there is an available grant from the state level when he attended the SDAO board meeting. SDAO staff worked very hard for the state to make grants from the CARES ACT available to Special Districts. This is a pass-through grant from the Federal level to the State then to local agencies. The total amount of federal award committed to Grantee by the agency is \$250,000 under the Federal award project Coronavirus Relief Fund (CRF) by the US Department of Treasury. The GM asked Trish Karlsen, SRWD bookkeeper to look into the CRF grant and see what the District would qualify for. Trish shared that in her research she found out that the District qualifies for the CRF grant for teleworking items and cleaning/disinfecting products. Since the coronavirus pandemic, administrative employees work from home and use ZOOM technology for meetings and trainings. The monthly board meeting has also been through ZOOM. Some of the items that the District qualifies for are laptops for working from home, iPads for board meetings, office furniture, and small office equipment with the total amount of \$20,221.09. (Please see complete list attached). Some of the items have already been purchased before applying for the CRF grant and will be reimbursed when the District receives the funds. Trish has done an

64 excellent job of researching what the District qualifies for. The CRF grant doesn't include reimbursement for uncollected
65 revenue. The State of Oregon Grant Agreement needs to be approved. Commissioner Glen Morris motioned to authorize
66 the District to execute an agreement with the State of Oregon, Department of Administrative Services to receive CARES Act
67 CRF Grant and authorize the General Manager to execute the agreement. Commissioner Karen Otta seconded the motion.
68 President Rob Mills asked each commissioner for their votes. Commissioner Glen Morris voted YES; Commissioner Karen
69 Otta voted YES; Commissioner Deanna Gravelle voted YES; Commissioner Saudra Mies-Grantham voted YES, and
70 President Rob Mills voted YES. Motion carried 5-0.

71
72 **Wholesale Water Purchased Agreement:**

73 President Rob Mills and GM, Adam Denlinger discussed with the Board the result of their final meeting with Toledo City
74 Mayor, Rod Cross, and CM, Judy Richter regarding their discussion of the short-term water purchase agreement.
75 Consideration for the continued purchase of water through December 31, 2021, includes a monthly base rate of \$5,686.29;
76 \$4.75/1,000 gallons for the first 8,000 gallons; \$5.25/1,000 gallons for the next 6,000 gallons and \$6.00 /1,000 gallons
77 thereafter; \$81,587.15 retroactive payment as a one-time payment due at the time of signing; and \$117,354.33 for minor
78 capital improvements from fiscal year 2017 through fiscal year 2020. \$44,854.33 is due upon signing and \$72,500 due by
79 July 30, 2021. Before the board is a draft Water Purchase Agreement which was presented to the City Council of the City of
80 Toledo. It is a 14-month agreement beginning November 1, 2020, until the project is completed and an option to extend for
81 another year if needed. One condition also is for the District not to profit from the sale of water to the City of Newport. It is
82 the common practice of the District when the City of Newport needs water in an emergency situation the District charges
83 the City what the City of Toledo charges the District plus an administrative fee. Commissioner Karen Otta motioned to
84 approve the Water Purchase Agreement with the City of Toledo. Commissioner Saudra Mies-Grantham seconded the
85 motion. Discussion on the process of the negotiation ensued. Both the City of Toledo and the District didn't have the
86 opportunity to review the draft agreement but the 2020 agreement drafted by the City of Toledo legal counsel is almost the
87 same as the 2012 Water Purchase Agreement. President Rob Mills asked each commissioner for their votes.
88 Commissioner Glen Morris abstained from voting; Commissioner Saudra Mies-Grantham abstained from voting;
89 Commissioner Deanna Gravelle voted YES, Commissioner Karen Otta voted YES, President Rob Mills voted YES. After
90 reconsideration Commissioner Glen Morris voted YES. Motion passed with 4 YES votes and 1 abstained from voting.

91
92 **Municipal Auditor Engagement Letter:**

93 Staff received an Engagement Letter from Signe Grimstad outlining the audit objectives, audit procedures, management
94 responsibilities, and engagement administration. Commissioner Glen Morris motioned to accept and approve the municipal
95 auditor engagement letter. Commissioner Karen Otta seconded the motion. President Rob Mills asked for the vote of each
96 commissioner. Commissioner Glen Morris voted YES; Commissioner Karen Otta voted YES; Commissioner Deanna
97 Gravelle voted YES; Commissioner Saudra Mies-Grantham voted YES, and President Rob Mills voted YES. Motion carried
98 5-0.
99

100 **Reports, Comments, and Correspondence:**

101 The General Manager Annual Performance Evaluation Package has been given to each Board member for their review and
102 the completed Evaluation is due on December 10. The GM will email an electronic copy of the Performance Evaluation to
103 each commissioner.
104

105 **Employee Appreciation Luncheon:**

106 The annual Board/Employee Luncheon will be on Thursday, November 12 at 12:00 p.m. and the regular Board meeting will
107 follow at 2:00 p.m. The GM discussed that because of the coronavirus pandemic the annual Board/Employee Luncheon
108 should be held in a place where social distancing protocol could be followed. Staff will look into hosting it at the Garden
109 Club or the Shop facility. The food will be ordered from Georgie's Restaurant and menus will be available a few days ahead
110 for those who will attend to choose food from the menu. At the time of the luncheon, John Garcia will be given a plaque in
111 recognition of his contribution to the District during his 20 years of service as President of the SRWD Board of
112 Commissioners. Also to acknowledge the retirement of Dave Anderson. Commissioner Karen Otta offered her home as the
113 venue for the luncheon. The GM will coordinate this with staff and commissioner Karen Otta.
114

115 **Recessed Regular Meeting & Call Executive Session to Order:**

116 President Rob Mills recessed the regular board meeting at 5:24 p.m. and called an executive session to order.
117 The SRWD Board will now meet in Executive Session, pursuant to ORS 192.660(2)(h); To consult with legal counsel
118 concerning the legal rights and duties of a public body with regards to current litigation or litigation likely to be filed.
119 Representatives of the news media and designated staff shall be allowed to attend the executive session. All other
120 members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to
121 report on any of the deliberations. No final decisions shall be made in Executive Session.
122

123 **Adjourned Executive Session and Reconvened Regular Board Meeting:**

124 President Rob Mills adjourned the executive session at 6:07 p.m. and reconvened the regular board meeting.
125 Commissioner Saudra Mies-Grantham motioned to authorize the GM, Adam Denlinger, with legal counsel attend the
126 mediation and to enter into a negotiation regarding easement issues contingent upon Board approval. Commissioner Karen

127 Otta seconded the motion. President Rob Mills asked each commissioner for their vote. Commissioner Deanna Gravelle
128 voted YES, Commissioner Karen Otta voted YES, Commissioner Saundra Mies-Grantham voted YES, Commissioner Glen
129 Morris was dropped off from the Zoom meeting because of computer issues, but he sent an email letting the Board know
130 that he supports and agrees with the Board's decision; Rob Mills voted YES. Motion passed 5 – 0.
131

132 **Adjournment:** President Rob Mills adjourned the meeting at 6:13 p.m.
133

134 **Next Board Meeting:** November 12, 2020, at 12:00 p.m. Board/Employee Luncheon and Regular Board
135 Meeting at 2:00 p.m.
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144 Approved by Board President Date:
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DRAFT

Date: 1/4/2021

Monthly Statistics		Comments				
Total customers	2620	Includes new connects Less Abandoned / Forfeited meter plus 3 SRWD meters (shop X 2 & office) plus 1 Hydrant meter				
New connections	4					
Reinstalls	0					
Abandonments/Forfeitures/Meter Removed	0					
Financial Report		Checking/MM	LGIP/PFMA	Fund Balances	Comments	
General	\$430,220.04	\$17,420.30	\$447,640.34			
Bond	\$708,496.72	\$0.00	\$708,496.72			
Capital Projects	\$294,004.57	\$5,172,001.16	\$5,466,005.73	\$7,421,586	Interim Loan Proceeds	
Revenue Bond	\$2,719.08	\$53,308.60	\$56,027.68			
Rural Development Reserve	\$0.00	\$65,514.81	\$65,514.81			
Dist. Office/Shop Reserve	\$3,613.31	\$135,116.55	\$138,729.86			
Depreciation Reserve	\$0.00	\$213,718.62	\$213,718.62			
SDC (formerly SIP)	\$0.00	\$535,957.45	\$535,957.45	\$1,076,601.00	SDC collections thru 12/31/2020	
Water Source Improvement Rsv	\$0.00	\$717,340.31	\$717,340.31			
TOTALS	\$1,439,053.72	\$6,910,377.80	\$8,349,431.52			
General Fund Review		Current	FYTD	Budgeted Amount	Comments	
Revenue	\$301,723.33	1,327,548.29	\$2,746,800.00			
Expenses	\$147,845.62	981,158.66	\$2,746,800.00		Contingency \$100,000; Transfers \$173,550. Total expenses budgeted \$1,930,630	
Net Gain or (Loss) from Operations	\$153,877.71	\$346,389.63				
Water Sales Revenue Comparison		Month	FYTD	Comments		
Water Sales 2020	\$142,194	\$978,895		Leak Adjustments & Billings Adjustments (YTD = July - June)		
Actual+In Lieu of Water Sales Less H2O CR	\$147,194	\$10,084,197		Less: Billing Adj YTD \$0.00; Leak Adj/Write off YTD \$397.69		
Water Sales 2019	\$132,210	\$928,842		TOTAL YTD ADJUSTMENTS \$397.69		
Actual+In Lieu of Water Sales Less H2O CR	\$137,210	\$958,144				
Over or (Under)	\$9,983.64	\$50,052.56				
Gallage Comparison		Current	Prior Year	Cost Comparison	Current	Prior Year
Gallons Purchased	9,991,000	7,342,000	Toledo Charges	\$54,139.04	\$23,788.10	
Gallons Sold (includes accountable loss & intertie)	7,342,115	5,848,662	SRWD Sales	\$142,194.04	\$132,210.40	
Variance %	26.51%	20.34%	Ratio: Sales/Cost	2.63	5.56	
City of Newport Intertie Usage	0					
Gallons Received from City of Toledo	8,953,000	11/10-12/11/20	Toledo Master Meter Readings read by SRWD field crew			
Total Gallons Accounted	7,352,967		From flushing, leaks, CL2 Analyzer, & fire hydrant use			
Total Gallons Unaccounted	1,600,033					
Water Loss Percentage	17.9%					
Approval To Pay Bills		Payroll 12/4/2020 \$22,608.93	Payroll 12/18/2020 \$19,504.58	Payroll 12/31/2020 \$19,571.37		
Month of:	November (after meetings)	December				
	GF A/P \$10,068.38	GF A/P \$208,177.80	up to 1/6/2021			
	CPF A/P \$0.00	CPF A/P \$0.00				
	Bond / Rev Bond Fund \$0.00	Bond / Rev Bond Fund \$0.00				
	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) \$1,200.00				
	MP- Phase 4(USDA) \$0.00	MP- Phase 4 (USDA) \$944,759.18				
	MCWPP \$0.00	MCWPP \$6,571.25				
	MCWCC \$0.00	MCWCC \$0.00				
Monthly Accrual Statistics		Beg. Balance	Accrued	Used/Paid	Balance	
	11/30/2020				12/31/2020	
Office Overtime Hours (2-01)	0.00	0.00	0.00	0.00	0.00	
Field Overtime Hours (2-02)	0.00	2.50	2.50	0.00	0.00	
PTO (3-01)	2535.78	162.48	140.00	2558.26		
Comp Time (9-01 / 9-02)	76.17	27.00	17.75	85.42		

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:	27
Reporting Period:	December 1	to	December 31, 2020	Final Draw?	<input type="radio"/> Yes <input checked="" type="radio"/> No

(A) Activity	OBDD Funds (Enter Whole Dollars Only)				Other / Matching Funds (Enter Whole Dollars Only)				All Funds
	(B) Approved Budget	(C) Prior Disbursements	(D) Current Request	(E) = [B-C-D] Balance	(F) Approved Budget	(G) Prior Expenditures	(H) Current Expenditure	(I) = [F-G-H] Balance	(J) = [C+D+G+H] Disbursed & Expended
Design / Engineering/Water Quality	\$1,341,373	\$1,180,243	\$4,838	\$156,292					\$1,185,081
Construction	1,951,000	1,951,000			8,684,199	1,705,168	938,459	6,040,572	4,594,627
Labor Standards	15,000	6,250	1,250	7,500					7,500
Pre-award Consultant, Legal	95,014	95,014							95,014
Project Management	15,000			15,000					
Land, Easements, ROW					448,425	324,626	123,799		448,425
Geotechnical Evaluations	26,675	26,675			24,302	24,302			50,977
Permitting and Regulatory Fees					215,683	215,683			215,683
Consultant/Legal/Admin	36,938	36,938			146,012	94,712	6,300	45,000	137,950
Interim Loan/Refinancing					1,570,914	1,280,800		290,114	1,280,800
Engineering-Construction Mgmt					1,101,000	427,412	44,243	629,345	471,655
Tree Clearing					13,785	13,785			13,785
Contingency					424,186			424,186	
Construction- Electrical Testing					210,309	210,309			210,309
Construction-Membrane					858,685			858,685	
Total	\$3,481,000	\$3,296,120	\$6,088	\$178,792	\$13,697,500	\$4,296,797	\$1,112,801	\$8,287,902	\$8,711,806

Certification: We certify that the data are correct and that the amount requested is not in excess of current needs.

General Manager	12/11/2020
Authorized Signature & Title	Date
Office Manager	12/11/2020
Authorized Signature & Title	Date
Joy S King	541-563-3599
Project Contact for Payment Notification	Phone Number
jking@srwd.org / info@srwd.org	
E-Mail Address	

For OBDD Use Only: 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
	Loan / Grant / Forgivable	(If more than one source of funds)
\$ _____		
\$ _____		
\$ _____		
\$ _____		
Contract Administrator Signature	Date	Manager Signature
		Date

BEAVER CREEK SOURCE WATER PROJECT-Phase IV

PROJECT MONITORING REPORT

1. Type of Request

2. Report No. **7**

updated 7-17-2020

Final Partial

3. REPORT PERIOD

Ending 12/31/2020

4. BORROWER INFORMATION

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) Budgeted Amounts (from LOC)	(b) Budget Change	(c) Revised Budget	(d) Previous Total	(e) This Period	(f) TOTAL (d)+(e)	(g) 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	\$368,038	\$37,730	\$405,768	\$2,032
e. Engineering- Project Inspection	\$0	\$403,200	\$403,200	\$0		\$0	\$403,200
f. Engineering- Start Up	\$20,000	\$10,000	\$30,000	\$0		\$0	
g. Engineering- Software Development	\$0	\$215,000	\$215,000	\$14,376	\$6,513	\$20,889	
h. Legal Services/Land Purch. (easements)	\$400,000	\$48,425	\$448,425	\$324,626	\$123,799	\$448,425	\$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	\$45,683	\$215,683	\$215,683		\$215,683	\$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	\$70,886		\$70,886	\$289,114
o. Admin/Legal	\$12,000	\$16,550	\$28,550	\$22,250	\$6,300	\$28,550	\$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	-\$881,812	\$424,188	\$0		\$0	\$424,188
s. Additional IFA Services	\$0	\$368,558	\$368,558	\$281,282	\$6,088	\$287,370	\$81,188
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	\$1,669,199	\$10,635,199	\$3,559,427	\$259,511	\$3,818,938	\$6,816,261
2. Westech- Membrane Purchase	\$922,000	-\$23,315	\$898,685	\$40,000	\$678,948	\$718,948	\$179,737
3. Other - Electrical at Intake/WTP.	\$0	\$198,079	\$198,079	\$198,079		\$198,079	\$0
4. Other-Compaction Test	\$0	\$12,230	\$12,230	\$12,230		\$12,230	\$0
x. TOTAL PROJECT COST	\$15,376,500	\$1,802,000	\$17,178,500	\$7,592,916	\$1,118,889	\$8,711,805	\$8,466,695
y. Funding Allocation							
1) Business Oregon Loan/Grant	\$3,481,000	\$0	\$3,481,000	\$3,296,120	\$6,088	\$3,302,208	\$178,792
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	\$1,447,796	\$1,112,801	\$2,560,597	\$3,988,403
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							
z. TOTAL PROJECT FUNDING	\$15,376,500	\$1,802,000	\$17,178,500	\$7,592,916	\$1,118,889	\$8,711,805	\$8,466,695
aa. Percentage of Completion				44%	7%	51%	49%

5. CERTIFICATION

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.

BORROWER

Signature of Authorized Certifying Official

Date Submitted:

12/11/2020

Adam Denlinger, General Manager

Telephone:

(541) 563-3529

6. RURAL DEVELOPMENT ACCEPTANCE

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.

RURAL UTILITIES SERVICE

Signature of Authorized Certifying Official

Date Submitted:

Holly Halligan, Area Specialist

Telephone:

(541) 801-2682

Contractor's Application for Payment No.

7

To (Owner): Seal Rock Water District	Application Period: 11/26/2020 Thru 12/25/2020	Application Date: 12/29/2020
Project: Phase IV Beaver Creek Water Supply Seal Rock, Oregon	From (Contractor): R&G Excavating, Inc.	Via (Engineer): Jacobs
Owner's Contract No.: D3362301	Contract: Phase IV Beaver Creek Water Supply	Engineer's Project No.: D3362301
	Contractor's Project No.: 2003	

**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
TOTALS	\$12,572.35	\$67,373.36
NET CHANGE BY CHANGE ORDERS	-\$54,801.01	

1. ORIGINAL CONTRACT PRICE.....	\$	\$10,690,000.00	✓
2. Net change by Change Orders.....	\$	-\$54,801.01	✓
3. Current Contract Price (Line 1 ± 2).....	\$	\$10,635,198.99	✓
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$	\$4,019,935.20	✓
5. RETAINAGE:			
a. 5% X \$3,522,918.34 Work Completed.....	\$	\$176,145.92	✓
b. 5% X \$497,016.86 Stored Material.....	\$	\$24,850.84	✓
c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$200,996.76	✓
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$3,818,938.44	✓
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$3,559,427.26	✓
8. AMOUNT DUE THIS APPLICATION.....	\$	\$259,511.18	✓
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$	\$6,816,260.55	✓

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: 12/29/2020

Payment of: \$ 259,511.18 ✓
(Line 8 or other - attach explanation of the other amount)

is recommended by:  1/4/21
Jennifer Koch, Jacobs Engineering (Date)

Payment of: \$ 259,511.18 ✓
(Line 8 or other - attach explanation of the other amount)

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

is approved by: Holly Halligan, USDA Area Specialist (Date)

No.	DESCRIPTION A	LUMP SUM PRICES	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	TOTAL VALUE REMAINING G (B-F)	Retainage This Month	Payment This Month	Total Retainage
General Conditions																
001	Mobilization	\$ 337,011.00	84.9%	\$ 286,103.30	0.0%	\$ -					84.9%	\$ 286,103.30	\$ 50,907.70	\$ -	\$ -	\$ 14,305.17
002	Demobilization	\$ 75,000.00	0.0%	\$ -	0.0%								\$ 75,000.00	\$ -	\$ -	\$ -
003	Insurance/Bonds	\$ 80,000.00	100.0%	\$ 80,000.00							100.0%	\$ 80,000.00	\$ -	\$ -	\$ -	\$ 4,000.00
004	Permits	\$ 5,000.00	100.0%	\$ 5,000.00							100.0%	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 250.00
005	Contractor's Field Office Set-Up	\$ 20,000.00	100.0%	\$ 20,000.00							100.0%	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 1,000.00
006	Temporary Facilities	\$ 60,000.00	33.3%	\$ 20,000.00	6.7%	\$ 4,000.00					40.0%	\$ 24,000.00	\$ 36,000.00	\$ 200.00	\$ 3,800.00	\$ 1,200.00
007	Project Management	\$ 300,000.00	38.3%	\$ 115,000.00	6.7%	\$ 20,000.00					45.0%	\$ 135,000.00	\$ 165,000.00	\$ 1,000.00	\$ 19,000.00	\$ 6,750.00
008	Progress Schedule	\$ 15,000.00	40.0%	\$ 6,000.00	6.7%	\$ 1,000.00					46.7%	\$ 7,000.00	\$ 8,000.00	\$ 50.00	\$ 950.00	\$ 350.00
009	Submittals	\$ 50,000.00	85.0%	\$ 42,500.00	0.0%						85.0%	\$ 42,500.00	\$ 7,500.00	\$ -	\$ -	\$ 2,125.00
010	Operations & Maintenance	\$ 20,000.00	0.0%	\$ -	0.0%						0.0%	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -
011	Equipment Testing	\$ 10,000.00	0.0%	\$ -	0.0%						0.0%	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -
012	Facility Startup	\$ 15,000.00	0.0%	\$ -	0.0%						0.0%	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -
013	Contract Closeout	\$ 5,000.00	0.0%	\$ -	0.0%						0.0%	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -
014	Electrical Mob	\$ 75,000.00	40.0%	\$ 30,000.00	0.0%						0.0%	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -
015	Electrical Submittals	\$ 37,500.00	76.0%	\$ 28,500.00	0.0%						40.0%	\$ 30,000.00	\$ 45,000.00	\$ -	\$ -	\$ 1,500.00
016	Electrical O&Ms & Closeout	\$ 37,500.00	0.0%	\$ -	0.0%						76.0%	\$ 28,500.00	\$ 9,000.00	\$ -	\$ -	\$ 1,425.00
017	Paving Mob	\$ 7,000.00	100.0%	\$ 7,000.00							0.0%	\$ -	\$ 37,500.00	\$ -	\$ -	\$ -
018	Structural Metals Mob	\$ 7,500.00	0.0%	\$ -	0.0%						100.0%	\$ 7,000.00	\$ -	\$ -	\$ -	\$ 350.00
019	Structural Metals Submittals	\$ 10,000.00	100.0%	\$ 10,000.00							0.0%	\$ -	\$ 7,500.00	\$ -	\$ -	\$ -
020	HVAC Mobilization	\$ 5,000.00	0.0%	\$ -	0.0%						100.0%	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 500.00
021	HVAC Submittals	\$ 5,000.00	0.0%	\$ -	0.0%						0.0%	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -
Force Main																
022	Erosion Control	\$ 85,836.00	95.2%	\$ 81,742.00	4.8%	\$ 4,094.00	\$ -	\$ -	\$ -		100.0%	\$ 85,836.00	\$ -	\$ 204.70	\$ 3,889.30	\$ 4,291.80
023	Clearing	\$ 10,350.00	100.0%	\$ 10,350.00							100.0%	\$ 10,350.00	\$ -	\$ -	\$ -	\$ 517.50
024	Trench Cut-Off & Thrust Walls	\$ 90,750.00	55.0%	\$ 49,875.00	0.0%		\$ -	\$ -	\$ -		55.0%	\$ 49,875.00	\$ 40,875.00	\$ -	\$ -	\$ 2,493.75
025	Signs	\$ 6,000.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 6,000.00	\$ -	\$ -	\$ -
026	Force Main Piping Materials	\$ 244,409.00	100.0%	\$ 244,409.00							100.0%	\$ 244,409.00	\$ -	\$ -	\$ -	\$ 12,220.45
027	Laterals	\$ 44,185.00	0.0%	\$ -	81.5%	\$ 36,000.00	\$ -	\$ -	\$ -		81.5%	\$ 36,000.00	\$ 8,185.00	\$ 1,800.00	\$ 34,200.00	\$ 1,800.00
028	HDPE Welding	\$ 44,600.00	97.0%	\$ 43,260.00	3.0%	\$ 1,340.00	\$ -	\$ -	\$ -		100.0%	\$ 44,600.00	\$ -	\$ 67.00	\$ 1,273.00	\$ 2,230.00
029	Beaver Road Piping Install	\$ 555,428.00	98.2%	\$ 545,428.00	0.0%		\$ -	\$ -	\$ -		98.2%	\$ 545,428.00	\$ 10,000.00	\$ -	\$ -	\$ 27,271.40
030	Private Property Piping Install	\$ 179,295.00	80.3%	\$ 144,000.00	17.8%	\$ 32,000.00	\$ -	\$ -	\$ -		98.2%	\$ 176,000.00	\$ 3,295.00	\$ 1,600.00	\$ 30,400.00	\$ 8,800.00
031	Kona Street Piping Install	\$ 250,105.00	33.2%	\$ 83,000.00	48.0%	\$ 120,000.00	\$ -	\$ -	\$ -		81.2%	\$ 203,000.00	\$ 47,105.00	\$ 6,000.00	\$ 114,000.00	\$ 10,150.00
032	North Beaver Creek Piping Install	\$ 38,462.00	100.0%	\$ 38,462.00							100.0%	\$ 38,462.00	\$ -	\$ -	\$ -	\$ 1,923.10
033	Blow-Off Piping	\$ 31,694.00	100.0%	\$ 31,694.00	0.0%		\$ -	\$ -	\$ -		100.0%	\$ 31,694.00	\$ -	\$ -	\$ -	\$ 1,584.70
034	Blow-Offs	\$ 29,540.00	90.0%	\$ 26,586.00	0.0%		\$ -	\$ -	\$ -		90.0%	\$ 26,586.00	\$ 2,954.00	\$ -	\$ -	\$ 1,329.30
035	Testing	\$ 6,600.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 6,600.00	\$ -	\$ -	\$ -
036	Bridge Crossing Piping	\$ 48,103.00	0.0%	\$ -	0.0%		\$ 34,048.51	\$ -	\$ 34,048.51		0.0%	\$ 34,048.51	\$ 14,054.49	\$ -	\$ -	\$ 1,702.43
037	Bridge Crossing Piping Installed	\$ 20,000.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -
038	Pavement Grinding	\$ 13,030.00	100.0%	\$ 13,030.00			\$ -	\$ -	\$ -		100.0%	\$ 13,030.00	\$ -	\$ -	\$ -	\$ 651.50
039	AC Plug & Prep	\$ 243,770.00	84.6%	\$ 206,262.00	0.0%		\$ -	\$ -	\$ -		84.6%	\$ 206,262.00	\$ 37,508.00	\$ -	\$ -	\$ 10,313.10
040	Overlay	\$ 138,000.00	100.0%	\$ 138,000.00			\$ -	\$ -	\$ -		100.0%	\$ 138,000.00	\$ -	\$ -	\$ -	\$ 6,900.00
041	Paving	\$ 70,460.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 70,460.00	\$ -	\$ -	\$ -
Treatment Building Site																
042	Erosion Control	\$ 12,000.00	90.0%	\$ 10,800.00	0.0%		\$ -	\$ -	\$ -		90.0%	\$ 10,800.00	\$ 1,200.00	\$ -	\$ -	\$ 540.00
043	Site Work	\$ 95,625.00	60.0%	\$ 57,375.00	0.0%		\$ -	\$ -	\$ -		60.0%	\$ 57,375.00	\$ 38,250.00	\$ -	\$ -	\$ 2,868.75
044	Clearing & Grubbing	\$ 25,000.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		60.0%	\$ 15,000.00	\$ 10,000.00	\$ -	\$ -	\$ 750.00
045	Excavation	\$ 12,000.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 12,000.00	\$ -	\$ -	\$ -
046	Finish Grading	\$ 20,000.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -
047	East Retaining Wall	\$ 4,750.00	21.1%	\$ 1,000.00	0.0%		\$ 2,750.00	\$ -	\$ 2,750.00		21.1%	\$ 3,750.00	\$ 1,000.00	\$ -	\$ -	\$ 187.50
048	West Retaining Wall	\$ 14,870.00	23.5%	\$ 3,500.00	0.0%		\$ 10,370.00	\$ -	\$ 10,370.00		23.5%	\$ 13,870.00	\$ 1,000.00	\$ -	\$ -	\$ 693.50
049	Site Piping	\$ 88,747.00	0.0%	\$ -			\$ 9,779.18	\$ -	\$ 9,779.18		0.0%	\$ 9,779.18	\$ 78,967.82	\$ -	\$ -	\$ 488.96
050	Site Piping Installed	\$ 111,152.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 111,152.00	\$ -	\$ -	\$ -
051	Pipe & Fittings Installed	\$ 33,492.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 33,492.00	\$ -	\$ -	\$ -
052	Site Concrete	\$ 17,535.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 17,535.00	\$ -	\$ -	\$ -
053	Fencing	\$ 82,000.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 82,000.00	\$ -	\$ -	\$ -
054	Bollards	\$ 3,000.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -
055	Automated Entry Gate	\$ 19,500.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 19,500.00	\$ -	\$ -	\$ -
056	Electrical & Controls	\$ 25,466.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 25,466.00	\$ -	\$ -	\$ -
057	Overall Site Electric (underground)	\$ 165,114.00	74.4%	\$ 122,879.80	5.0%	\$ 8,256.00	\$ 7,300.00	\$ (7,300.00)	\$ -		79.4%	\$ 131,135.80	\$ 33,978.20	\$ 47.80	\$ 908.20	\$ 6,556.79
058	FRP Brine Tank	\$ 65,000.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 65,000.00	\$ -	\$ -	\$ -
059	FRP Brine Tank Install	\$ 5,000.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -
Membrane Building																
060	Excavation	\$ 15,000.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -
061	Pipe Encasement	\$ 8,000.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 8,000.00	\$ -	\$ -	\$ -
062	Concrete Work	\$ 103,140.00	0.0%	\$ -	0.0%		\$ -	\$ -	\$ -		0.0%	\$ -	\$ 103,140.00	\$ -	\$ -	\$ -

No.	DESCRIPTION A	LUMP SUM PRICES		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	TOTAL VALUE REMAINING G (B-F)	Retainage This Month	Payment This Month	Total Retainage
063	Waterproof Below Grade Walls	\$	5,000.00	0.0%	\$	0.0%	\$					0.0%	\$	5,000.00	\$		\$
064	Rebar	\$	50,098.00	0.0%	\$	0.0%	\$					0.0%	\$	50,098.00	\$		\$
065	Rebar Install	\$	19,200.00	0.0%	\$	0.0%	\$					0.0%	\$	19,200.00	\$		\$
066	Grating	\$	7,164.00	0.0%	\$	0.0%	\$					0.0%	\$	7,164.00	\$		\$
067	Masonry	\$	206,749.51	0.0%	\$	0.0%	\$	7,827.00			7,827.00	0.0%	\$	7,827.00	\$		391.35
068	Structural Metal Material & Fab	\$	90,000.00	38.9%	\$	35,000.00						0.0%	\$	206,749.51	\$		\$
069	Structural Metals Installed	\$	47,500.00	0.0%	\$	0.0%	\$					38.9%	\$	35,000.00	\$		\$
070	Metal Decking Material & Fab	\$	20,500.00	0.0%	\$	0.0%	\$					0.0%	\$	47,500.00	\$		1,750.00
071	Metal Decking Installed	\$	17,000.00	0.0%	\$	0.0%	\$					0.0%	\$	20,500.00	\$		\$
072	EPDM Roofing & Walkway Pads	\$	42,650.00	0.0%	\$	0.0%	\$					0.0%	\$	17,000.00	\$		\$
073	Insulation	\$	20,000.00	0.0%	\$	0.0%	\$					0.0%	\$	42,650.00	\$		\$
074	Gutters & Downspouts	\$	8,000.00	0.0%	\$	0.0%	\$					0.0%	\$	20,000.00	\$		\$
075	Flashings & Trim	\$	30,145.00	0.0%	\$	0.0%	\$					0.0%	\$	8,000.00	\$		\$
076	Metal Roofing Materials	\$	38,757.00	0.0%	\$	0.0%	\$					0.0%	\$	30,145.00	\$		\$
077	Metal Roofing Installation	\$	60,288.00	0.0%	\$	0.0%	\$					0.0%	\$	38,757.00	\$		\$
078	Roof Hatches	\$	6,000.00	0.0%	\$	0.0%	\$					0.0%	\$	60,288.00	\$		\$
079	Access Ladders	\$	4,500.00	0.0%	\$	0.0%	\$					0.0%	\$	6,000.00	\$		\$
080	Doors	\$	20,993.00	0.0%	\$	0.0%	\$					0.0%	\$	4,500.00	\$		\$
081	Windows	\$	8,000.00	0.0%	\$	0.0%	\$	\$	20,993.00		20,993.00	0.0%	\$	20,993.00	\$		1,049.65
082	Overhead Door - Storage Room	\$	12,056.00	0.0%	\$	0.0%	\$					0.0%	\$	8,000.00	\$		\$
083	Overhead Door - Membrane Room	\$	11,570.00	0.0%	\$	0.0%	\$					0.0%	\$	12,056.00	\$		\$
084	Spray Foam Insulation	\$	10,000.00	0.0%	\$	0.0%	\$					0.0%	\$	11,570.00	\$		\$
085	Sheet Rock	\$	28,480.00	0.0%	\$	0.0%	\$					0.0%	\$	10,000.00	\$		\$
086	Suspended Gypsum Board Ceiling	\$	10,000.00	0.0%	\$	0.0%	\$					0.0%	\$	28,480.00	\$		\$
087	Painting	\$	20,000.00	0.0%	\$	0.0%	\$					0.0%	\$	10,000.00	\$		\$
088	Flooring	\$	10,000.00	0.0%	\$	0.0%	\$					0.0%	\$	20,000.00	\$		\$
089	Tile Work	\$	8,000.00	0.0%	\$	0.0%	\$					0.0%	\$	10,000.00	\$		\$
090	Insulated Metal Panels	\$	20,000.00	0.0%	\$	0.0%	\$					0.0%	\$	8,000.00	\$		\$
091	Translucent Panels	\$	66,352.00	0.0%	\$	0.0%	\$					0.0%	\$	20,000.00	\$		\$
092	Casework	\$	23,764.00	4.2%	\$	1,000.00						0.0%	\$	66,352.00	\$		\$
093	Lockers	\$	1,265.00	0.0%	\$	0.0%	\$	\$	1,265.00		1,265.00	4.2%	\$	1,000.00	\$		50.00
094	Locker Installation	\$	500.00	0.0%	\$	0.0%	\$					0.0%	\$	1,265.00	\$	63.25	1,201.75
095	Miscellaneous Office Furniture	\$	1,741.00	0.0%	\$	0.0%	\$					0.0%	\$	500.00	\$		\$
096	Miscellaneous Bath Fixtures	\$	1,500.00	0.0%	\$	0.0%	\$					0.0%	\$	1,741.00	\$		\$
097	Safety Equipment	\$	1,800.00	0.0%	\$	0.0%	\$					0.0%	\$	1,500.00	\$		\$
098	Finish Carpentry Materials	\$	15,000.00	0.0%	\$	0.0%	\$					0.0%	\$	1,800.00	\$		\$
099	Electrical & Controls	\$	604,223.00	0.0%	\$	0.0%	\$					0.0%	\$	15,000.00	\$		\$
100	Plumbing	\$	174,700.00	0.0%	\$	0.0%	\$					0.0%	\$	604,223.00	\$		\$
101	HVAC Shop Labor	\$	93,785.00	0.0%	\$	0.0%	\$	\$	60,500.00		60,500.00	0.0%	\$	114,200.00	\$		3,025.00
102	Piping	\$	384,847.00	0.0%	\$	0.0%	\$					0.0%	\$	93,785.00	\$		\$
103	Piping Installed	\$	200,000.00	0.0%	\$	0.0%	\$	\$	128,745.33		128,745.33	0.0%	\$	128,745.33	\$		6,437.27
104	Pipe Supports	\$	81,512.00	0.0%	\$	0.0%	\$					0.0%	\$	200,000.00	\$		\$
105	Pipe Supports Install	\$	30,000.00	0.0%	\$	0.0%	\$					0.0%	\$	81,512.00	\$		\$
106	Mechanical Installed	\$	150,000.00	0.0%	\$	0.0%	\$					0.0%	\$	30,000.00	\$		\$
107	Finished Water Pumps	\$	36,900.00	0.0%	\$	0.0%	\$					0.0%	\$	150,000.00	\$		\$
108	Finished Water Pumps Install	\$	10,000.00	0.0%	\$	0.0%	\$		5,535.00		5,535.00	0.0%	\$	5,535.00	\$		276.75
109	Inline Static Mixer	\$	19,573.00	0.0%	\$	0.0%	\$					0.0%	\$	10,000.00	\$		\$
110	Inline Static Mixer Install	\$	3,000.00	0.0%	\$	0.0%	\$	\$	18,594.35		18,594.35	0.0%	\$	18,594.35	\$		929.72
111	FRP Sodium Hypochlorite Tank	\$	65,000.00	0.0%	\$	0.0%	\$		526.00		526.00	0.0%	\$	526.00	\$		26.30
112	FRP Sodium Hypo Tank Install	\$	5,000.00	0.0%	\$	0.0%	\$					0.0%	\$	65,000.00	\$		\$
113	On-Site Chlorine Generation System	\$	100,000.00	0.0%	\$	0.0%	\$					0.0%	\$	5,000.00	\$		\$
114	On-Site Chlorine Gen System Install	\$	8,000.00	0.0%	\$	0.0%	\$					0.0%	\$	100,000.00	\$		\$
115	Aluminum Chlor-Hydrate System	\$	43,541.25	0.0%	\$	0.0%	\$					0.0%	\$	8,000.00	\$		\$
116	Aluminum Chlor-Hydrate System Install	\$	3,000.00	0.0%	\$	0.0%	\$					0.0%	\$	43,541.25	\$		\$
117	Sodium Hypochlorite System	\$	43,541.25	0.0%	\$	0.0%	\$					0.0%	\$	3,000.00	\$		\$
118	Sodium Hypochlorite System Install	\$	3,000.00	0.0%	\$	0.0%	\$					0.0%	\$	43,541.25	\$		\$
119	Sodium Hydroxide (Finished)	\$	29,027.50	0.0%	\$	0.0%	\$					0.0%	\$	3,000.00	\$		\$
120	Sodium Hydroxide (Finished) Install	\$	3,000.00	0.0%	\$	0.0%	\$					0.0%	\$	29,027.50	\$		\$
121	Phosphoric Acid System	\$	14,513.75	0.0%	\$	0.0%	\$					0.0%	\$	3,000.00	\$		\$
122	Phosphoric Acid System Install	\$	3,000.00	0.0%	\$	0.0%	\$					0.0%	\$	14,513.75	\$		\$
123	Chemical Feed Start-up & Training	\$	6,000.00	0.0%	\$	0.0%	\$					0.0%	\$	3,000.00	\$		\$
124	Seismic Controller	\$	72,965.00	0.0%	\$	0.0%	\$					0.0%	\$	6,000.00	\$		\$
125	Seismic Controller Install	\$	5,000.00	0.0%	\$	0.0%	\$					0.0%	\$	72,965.00	\$		\$
126	Backwash Supply Pumps Install	\$	8,000.00	0.0%	\$	0.0%	\$					0.0%	\$	5,000.00	\$		\$
127	UF Equipment Installation	\$	10,000.00	0.0%	\$	0.0%	\$					0.0%	\$	8,000.00	\$		\$
Clearwell Site																	
128	Site Work/Excavation	\$	25,000.00	100.0%	\$	25,000.00		\$				100.0%	\$	25,000.00	\$		1,250.00

No.	DESCRIPTION A	LUMP SUM PRICES	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	TOTAL	Retainage This Month	Payment This Month	Total Retainage
													VALUE REMAINING G (B-F)			
129	Backfill	\$ 15,000.00	50.0%	\$ 7,500.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	50.0%	\$ 7,500.00	\$ 7,500.00	\$ -	\$ -	\$ 375.00
130	Finish Grading	\$ 5,000.00	40.0%	\$ 2,000.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	40.0%	\$ 2,000.00	\$ 3,000.00	\$ -	\$ -	\$ 100.00
131	Concrete	\$ 10,000.00	100.0%	\$ 10,000.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 10,000.00	\$ -	\$ -	\$ 500.00	
132	Rebar	\$ 1,702.00	100.0%	\$ 1,702.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 1,702.00	\$ -	\$ -	\$ 85.10	
133	Rebar Install	\$ 5,000.00	100.0%	\$ 5,000.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 5,000.00	\$ -	\$ -	\$ 250.00	
134	Install Pipe Encasements	\$ 1,200.00	100.0%	\$ 1,200.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 1,200.00	\$ -	\$ -	\$ 60.00	
135	Clearwell 1 Pipe	\$ 29,398.00	64.6%	\$ 19,000.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	64.6%	\$ 19,000.00	\$ 10,398.00	\$ -	\$ -	\$ 950.00
136	Clearwell 1 Pipe Installed	\$ 30,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 30,000.00	\$ -	\$ -	\$ -
137	Clearwell 2 Pipe										0.0%	\$ -	\$ -	\$ -	\$ -	\$ -
138	Clearwell 2 Pipe Installed										0.0%	\$ -	\$ -	\$ -	\$ -	\$ -
139	Clearwell Tank	\$ 431,700.00	33.6%	\$ 144,999.10	11.1%	\$ 48,000.00	\$ -	\$ -	\$ -	\$ -	44.7%	\$ 192,999.10	\$ 238,700.90	\$ 2,400.00	\$ 45,600.00	\$ 9,649.96
140	Clearwell Tank Coatings	\$ 180,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 180,000.00	\$ -	\$ -	\$ -
141	Cathodic Protection	\$ 6,000.00	0.0%	\$ -	0.0%	\$ -	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.0%	\$ 1,500.00	\$ 4,500.00	\$ -	\$ -	\$ 75.00
142	Tank Hydrostatic Testing	\$ 5,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -
Backwash Basin																
143	Excavation	\$ 20,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -
144	Backfill	\$ 20,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -
145	Concrete	\$ 170,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 170,000.00	\$ -	\$ -	\$ -
146	Rebar	\$ 90,182.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 90,182.00	\$ -	\$ -	\$ -
147	Rebar Install	\$ 34,440.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 34,440.00	\$ -	\$ -	\$ -
148	Pipe	\$ 22,264.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 22,264.00	\$ -	\$ -	\$ -
149	Pipe Installed	\$ 12,000.00	0.0%	\$ -	0.0%	\$ -	\$ 1,138.66	\$ -	\$ -	\$ 1,138.66	0.0%	\$ 1,138.66	\$ 21,125.34	\$ -	\$ -	\$ 56.93
150	Cathodic Protection	\$ 2,000.00	0.0%	\$ -	0.0%	\$ -	\$ 657.92	\$ -	\$ -	\$ 657.92	0.0%	\$ 657.92	\$ 1,342.08	\$ -	\$ -	\$ 32.90
151	Sidewalk Door	\$ 5,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -
152	Fencing	\$ 7,500.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 7,500.00	\$ -	\$ -	\$ -
153	Handrail	\$ 6,469.00	0.0%	\$ -	0.0%	\$ -	\$ 6,469.00	\$ -	\$ -	\$ 6,469.00	0.0%	\$ 6,469.00	\$ -	\$ -	\$ -	
154	Paint	\$ 5,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 323.45
Intake Site																
155	Excavation	\$ 49,878.00	100.0%	\$ 49,878.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 49,878.00	\$ -	\$ -	\$ -	\$ 2,493.90
156	Finish Grading	\$ 20,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -
157	Tree Removal	\$ 6,500.00	100.0%	\$ 6,500.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 6,500.00	\$ -	\$ -	\$ 325.00	
158	Pre-Load	\$ 48,000.00	100.0%	\$ 48,000.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 48,000.00	\$ -	\$ -	\$ 2,400.00	
159	Settlement Monitoring	\$ 5,000.00	100.0%	\$ 5,000.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 5,000.00	\$ -	\$ -	\$ 250.00	
160	Wick Drains	\$ 64,000.00	100.0%	\$ 64,000.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 64,000.00	\$ -	\$ -	\$ 3,200.00	
161	Erosion Control	\$ 30,000.00	100.0%	\$ 30,000.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 30,000.00	\$ -	\$ -	\$ 1,500.00	
162	RSS Fill	\$ 18,000.00	100.0%	\$ 18,000.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 18,000.00	\$ -	\$ -	\$ 900.00	
163	FESL Placement	\$ 25,000.00	100.0%	\$ 25,000.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 25,000.00	\$ -	\$ -	\$ 1,250.00	
164	Geogrid	\$ 39,690.00	100.0%	\$ 39,690.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 39,690.00	\$ -	\$ -	\$ 1,984.50	
165	Stilling Well Manholes	\$ 3,074.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 3,074.00	\$ -	\$ -	\$ -
166	Vaults	\$ 16,951.00	49.8%	\$ 8,450.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	49.8%	\$ 8,450.00	\$ 8,501.00	\$ -	\$ -	\$ 422.50
167	Landscaping	\$ 25,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -
168	Helical Piles	\$ 60,000.00	100.0%	\$ 60,000.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%	\$ 60,000.00	\$ -	\$ -	\$ 3,000.00	
169	Miscellaneous Concrete	\$ 13,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 13,000.00	\$ -	\$ -	\$ -
170	Site Piping	\$ 16,779.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 13,000.00	\$ -	\$ -	\$ -
171	Site Piping Install	\$ 20,299.00	0.0%	\$ -	0.0%	\$ -	\$ 5,074.33	\$ -	\$ -	\$ 5,074.33	0.0%	\$ 5,074.33	\$ 11,704.67	\$ -	\$ -	\$ 253.72
172	Fencing	\$ 7,500.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 20,299.00	\$ -	\$ -	\$ -
173	Electrical	\$ 8,582.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 7,500.00	\$ -	\$ -	\$ -
Intake Building																
174	Concrete	\$ 12,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 12,000.00	\$ -	\$ -	\$ -
175	Rebar	\$ 4,002.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 4,002.00	\$ -	\$ -	\$ -
176	Rebar Install	\$ 1,520.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 1,520.00	\$ -	\$ -	\$ -
177	Equipment Pads	\$ 800.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 800.00	\$ -	\$ -	\$ -
178	Intake Building Electrical	\$ 380,134.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 380,134.00	\$ -	\$ -	\$ -
179	Instrumentation & Controls	\$ 162,915.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 162,915.00	\$ -	\$ -	\$ -
180	Masonry	\$ 38,745.49	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 38,745.49	\$ -	\$ -	\$ -
181	Metal Canopy	\$ 7,900.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 7,900.00	\$ -	\$ -	\$ -
182	Metal Canopy Installation	\$ 5,500.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 5,500.00	\$ -	\$ -	\$ -
183	Structural Metal Material & Fab	\$ 10,000.00	100.0%	\$ 10,000.00	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 500.00
184	Structural Metals Installed	\$ 9,500.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 9,500.00	\$ -	\$ -	\$ -
185	Metal Decking Material & Fab	\$ 5,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -
186	Metal Decking Installed	\$ 3,500.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 3,500.00	\$ -	\$ -	\$ -
187	Sheet Metal Roofing	\$ 195,670.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 195,670.00	\$ -	\$ -	\$ -
188	EPDM Roofing & Walkway Pads	\$ 15,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -
189	Roof Hatches	\$ 6,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 6,000.00	\$ -	\$ -	\$ -
190	Roof Access Ladder	\$ 4,500.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 4,500.00	\$ -	\$ -	\$ -
191	Gutters & Downspouts	\$ 3,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -

No.	DESCRIPTION A	LUMP SUM PRICES	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	TOTAL VALUE REMAINING G (B-F)	Retainage This Month	Payment This Month	Total Retainage
192	Building Plaque	\$ 3,000.00	0.0%	\$ -	0.0%	\$ -					0.0%	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -
193	Doors	\$ 4,586.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ 4,586.00		\$ 4,586.00	0.0%	\$ 4,586.00	\$ -	\$ -	\$ -	\$ 229.30
194	Insulation	\$ 4,000.00	0.0%	\$ -	0.0%	\$ -					0.0%	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -
195	Sound Absorbing Panels	\$ 5,000.00	0.0%	\$ -	0.0%	\$ -					0.0%	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -
196	Painting Interior	\$ 8,000.00	0.0%	\$ -	0.0%	\$ -					0.0%	\$ -	\$ 8,000.00	\$ -	\$ -	\$ -
197	Plumbing	\$ 15,000.00	0.0%	\$ -	0.0%	\$ -					0.0%	\$ -	\$ 8,000.00	\$ -	\$ -	\$ -
198	Piping Supply	\$ 6,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ 5,000.00		\$ 5,000.00	0.0%	\$ 5,000.00	\$ 10,000.00	\$ -	\$ -	\$ 250.00
199	Piping Installed	\$ 2,500.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ 2,710.47		\$ 2,710.47	0.0%	\$ 2,710.47	\$ 3,289.53	\$ -	\$ -	\$ 135.52
200	HVAC	\$ 27,215.00	0.0%	\$ -	0.0%	\$ -					0.0%	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -
201	Catholic Protection	\$ 3,000.00	0.0%	\$ -	0.0%	\$ -					0.0%	\$ -	\$ 27,215.00	\$ -	\$ -	\$ -
202	Sodium Permanganate	\$ 29,027.50	0.0%	\$ -	0.0%	\$ -		\$ 1,500.00		\$ 1,500.00	0.0%	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ 75.00
203	Sodium Permanganate Install	\$ 3,000.00	0.0%	\$ -	0.0%	\$ -					0.0%	\$ -	\$ 29,027.50	\$ -	\$ -	\$ -
204	Sodium Hydroxide System (Intake)	\$ 14,513.75	0.0%	\$ -	0.0%	\$ -					0.0%	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -
205	Sodium Hydroxide System (Intake) Install	\$ 3,000.00	0.0%	\$ -	0.0%	\$ -					0.0%	\$ -	\$ 14,513.75	\$ -	\$ -	\$ -
206	Chemical Feed Start-Up & Training	\$ 6,000.00	0.0%	\$ -	0.0%	\$ -					0.0%	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -
Raw Water Intake Pump Station																
207	Concrete	\$ 14,669.00	100.0%	\$ 14,669.00												
208	Rebar	\$ 6,587.00	100.0%	\$ 6,587.00						\$ -	100.0%	\$ 14,669.00	\$ -	\$ -	\$ -	\$ 733.45
209	Rebar Install	\$ 2,520.00	100.0%	\$ 2,520.00						\$ -	100.0%	\$ 6,587.00	\$ -	\$ -	\$ -	\$ 329.35
210	Dewatering & Cofferdam	\$ 85,000.00	100.0%	\$ 85,000.00						\$ -	100.0%	\$ 2,520.00	\$ -	\$ -	\$ -	\$ 126.00
211	Piping	\$ 53,470.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ 42,085.11		\$ 42,085.11	0.0%	\$ 85,000.00	\$ -	\$ -	\$ -	\$ 4,250.00
212	Piping Installed	\$ 9,500.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -		\$ -	0.0%	\$ 42,085.11	\$ 11,384.89	\$ -	\$ -	\$ 2,104.26
213	Mechanical Installed	\$ 76,430.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -		\$ -	0.0%	\$ -	\$ 9,500.00	\$ -	\$ -	\$ -
214	Catholic Protection	\$ 2,000.00	100.0%	\$ 2,000.00						\$ -	0.0%	\$ -	\$ 76,430.00	\$ -	\$ -	\$ -
215	Grating	\$ 3,975.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -		\$ -	100.0%	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 100.00
216	Sidewalk Hatch	\$ 6,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ 3,312.00		\$ 3,312.00	0.0%	\$ 3,312.00	\$ 663.00	\$ -	\$ -	\$ 165.60
217	Aluminum Hatch	\$ 18,500.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -		\$ -	0.0%	\$ -	\$ 6,000.00	\$ -	\$ -	\$ -
218	Fish Screening System	\$ 44,810.00	41.5%	\$ 18,578.15	0.0%	\$ -	\$ -	\$ 18,500.00		\$ 18,500.00	0.0%	\$ 18,500.00	\$ -	\$ -	\$ -	\$ 925.00
219	Fish Screening System Install	\$ 10,000.00	100.0%	\$ 10,000.00						\$ -	41.5%	\$ 18,578.15	\$ 26,231.85	\$ -	\$ -	\$ 928.91
220	Raw Water Intake Pumps	\$ 109,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -		\$ -	100.0%	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 500.00
221	Raw Water Intake Pumps Install	\$ 5,000.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ 103,550.00		\$ 103,550.00	0.0%	\$ 103,550.00	\$ 5,450.00	\$ -	\$ -	\$ 5,177.50
222	Pump Cans	\$ 30,000.00	100.0%	\$ 30,000.00						\$ -	0.0%	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -
223	Paint	\$ 4,500.00	0.0%	\$ -	0.0%	\$ -	\$ -	\$ -		\$ -	100.0%	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 1,500.00
123rd Pump Station (Lost Creek)																
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%	\$ -	\$ -	\$ -		\$ -	0.0%	\$ -	\$ 123,924.00	\$ -	\$ -	\$ -
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	\$ -	\$ -	\$ -
98th PRV																
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	\$ -	\$ -	\$ -
Original Contract Subtotals																
		\$ 10,690,000.00		\$ 3,303,029.35		\$ 274,690.00	\$ 1,265.00	\$ 503,051.86	\$ (7,300.00)	\$ 497,016.86		\$ 4,074,736.21	\$ 6,615,263.79	\$ 13,432.75	\$ 255,222.25	\$ 203,736.81

Change Orders

CO 001	Contract Time Change - NO Cost	\$ -														
CO 002	Fish Salvage Operations	\$ 3,372.86	100.0%	\$ 3,372.86												
CO 003	CLSM Credit	\$ (60,524.00)	100.0%	\$ (60,524.00)							100.0%	\$ 3,372.86	\$ -	\$ -	\$ -	\$ 168.84
CO 004	Helical Piles Install	\$ 9,199.49	100.0%	\$ 9,199.49							100.0%	\$ (60,524.00)	\$ -	\$ -	\$ -	\$ (3,026.20)
CO 005	Bentonite Sub on Access Roads	\$ (6,849.36)	100.0%	\$ (6,849.36)							100.0%	\$ 9,199.49	\$ -	\$ -	\$ -	\$ 459.97
ADJUSTED CONTRACT TOTALS																
		\$ 10,635,198.99		\$ 3,248,228.34		\$ 274,690.00	\$ 1,265.00	\$ 503,051.86	\$ (7,300.00)	\$ 497,016.86		\$ 4,019,935.20	\$ 6,615,263.79	\$ 13,432.75	\$ 255,222.25	\$ 200,996.76

\$ 275,955.00

497,016.86

4,019,935.20

MONTHLY INVOICE SUMMARY

TOTAL WORK COMPLETED TO DATE, Line 5a	\$ 3,522,918.34
Materials On Hand	\$ 504,316.86
Installed Materials	\$ (7,300.00)
Materials - Installed = Line 5b	\$ 497,016.86
SUB TOTAL, Line 4	\$ 4,019,935.20
Retainage 5%, Line 5c	\$ 200,996.76
SUB TOTAL LESS RETAINAGE, Line 6	\$ 3,818,938.44
LESS: PREVIOUS PAYMENTS, Line 7	\$ 3,559,427.26
TOTAL PAYMENT DUE, Line 8	\$ 259,511.18



PO Box 190 – 1037 NW Grebe Street – Seal Rock, Oregon 97376
 Phone: 541.563.3529 – Fax 541.563.4246 – Web: www.srwd.org

Seal Rock Water District

General Manager's Report:
 Board Meeting January 14, 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 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 continues to pick up in other areas, with pipeline work along TL-500 and the Makai Community completed. Contractor is now shifting attention to work activities at the WTP. Increased construction activity at the WTP site includes excavation of the backwash basin, and footings for the treatment building. Contractor monthly narratives and detailed progress schedule required as part of the engineer's submittal review are included for the month of December/January.

Raw Water Intake Structure:

No work was observed at the RW Intake Structure. Erosion control BMPs are in place and have been reestablished for the wet weather season. There is limited construction activity in this area.

Raw Water Electrical Building:

Monitoring of settlement continues to progress forward for the RW Intake Building and measurements are being provided to the engineer. No work is expected to occur until February 2021 at the earliest.

Pipeline and Utility Installation:

Pipeline and utility installation along Beaver Creek is approximately 95% complete. Items remaining for work on Beaver Creek Road includes installation of the water line for the Young's property. No work was observed on the bridge crossing.

Piping and utility installation from TL-500 to Kona Place is complete with exception of surface restoration and final grading. The contractor has called for locates for the existing utilities in Kona Place and Kona Street. A vactor truck is being used to identify the utilities in the area. CLSM was placed along a portion of the pipeline and utilities to mitigate the seepage of water in the trench. Backfilling continued once the pipelines and utilities were put in place. The contractor continues to advance towards the entrance to the Makai WTP site.

Membrane Water Treatment Plant:

Clearwell No. 1

The Contractor focused their efforts on rebar and concrete placement for the ringwall footing as well as anchor bolt placement in preparation for their subcontractor Paso Rablos to arrive on site. Formwork was removed and backfilling of the footing occurred in the preparation of the base rock and sand blanket.

Coordination Meetings/Activities:

Several internal coordination meetings on submittal and RFIs, phone coordination calls with the contractor, and structural observations by Jacobs engineers took place in the month of November. The following coordination meetings and construction activities were scheduled with various entities including the District, Jacobs, R&G

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

Adam Denlinger, General Manager

adenlinger@srwd.org

www.srwd.org

Excavating and with suppliers/subs:

- 11/3 – Biweekly construction meeting and management call
- 11/9 – WesTech meeting to discuss payment and warranty
- 11/17 – Biweekly construction meeting and management call
- 11/19 – Meeting with R&G and Jacobs to discuss generator layout and stainless-steel welding in field and shop:
- 12/16 – USDA-RD Project site inspection

Project Photos

PC: Art Bowcock - Resident Project Representative



Pipeline placement towards Kona Place



Anchor bolt and rebar placement for ringwall footing of Clearwell Tank



Structural observation of rebar and anchor bolt placement for Clearwell Tank



Concrete pour for ringwall footing



R&G concrete crew working on concrete pour for ringwall footing



Existing utilities exposed on tax lot adjacent to Kona Place



Contractor continues to install pipeline up to Kona



RW intake structure and surcharge loading – no activity in the month of November other than reestablishing BMPs



Concrete pour for ringwall for CW1



CLSM placement in pipeline trench at Kona Place

Construction Work Accomplished

Facility No.	Facility Name	Work Accomplished
10	Raw Water Intake Pump Station	Intake complete, BMPs are in place for the wet weather season
11	Raw Water Intake Building	Preload completed on 8/13/20 and Survey Monitoring Measurements continue weekly
15	Pipeline along Beaver Creek Road and Outfall completed	Waterline to Young's property not complete
15	Pipeline along TL-500 and Kona Place	Pipeline installation at TL-500 complete; Pipeline installation from the Mullen Property to Kona Place complete
20	Membrane Building	No work observed
30	Clearwell Tank No. 1	Rebar, anchor bolt, and concrete placement for ringwall footing; forms stripped
40	Backwash Basin	Excavated footings being installed
55	98 TH Street PRV	No work observed
56	123 rd Street Pump Station and PRV	No work observed

COVID-19 ONGOING DISTRICT RESPONSE:

The District continues to comply with the Governor's Executive Orders extended through March 2, 2021, and the Lincoln County high conditions restrictions which went into effect on January 2, 2021. Oregon OSHA has adopted and implemented temporary rulemaking (infection disease regulations) for Oregon employers which went into effect in mid-November. Proposed regulations require additional restrictions and compliance for district employees and customers. Until further notice, the District office will remain open to the public by appointment only. We continue to encourage customers and staff to follow the CDC recommendations on social distancing by avoiding public places and limiting personal contact in the community. Due to the surge in the number of cases around the state and in Lincoln County, staff is recommending that the Board continue hosting virtual Board meetings until conditions improve. Out of an abundance of caution, the following protocols remain in effect:

- Future SRWD Board Meetings will be conducted by Zoom video conferencing.
- **While the district is considering phasing in the reimplementation of delinquent turn-offs;** District staff continues to encourage customers to pay their bill online at www.XpressBillPay.com or call 1-855-603-9201, use our payment drop box located outside our office at 1037 NW Grebe Street, or mail payments to our PO Box 190, Seal Rock, OR 97376. Customers are also encouraged to enroll in the My Water Usage Customer Portal at biy.ly/mywaterusage.
- **Temporary immediate suspension of delinquent turn-offs. This action will be reevaluated by the Board on January 14, 2021. District staff is in contact with those customers that are behind, encouraging them to make payment arrangements.**
- Late fees and turn off/on fees have been suspended through 2020.

OTHER NOTABLE ACTIVITIES FOR THE MONTH INCLUDE:

- Attended on-site Beaver Creek water quality field data collection with GSI Consultants.
- Attended SDAO Legislative Committee meeting December 2nd.
- Met with Makai Road District to discuss site restoration impacted by the Beaver Creek Source Water Project.
- Attended several video conferences with engineers, contractor, and USDA to discuss submittals and schedule for on-site work on the Beaver Creek Source water project.
- Attended several meetings with OWRD representatives to the MC-WPP.
- Attended day long Factory Acceptance Test with WesTech and Engineers to evaluate new membrane treatment equipment.
- Met with contractor installing HDD along PCH-101 for the OSU Wave Energy Project.



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Seal Rock Water District

Proposed Budget Calendar 2021-22

#	Description	Schedule	Dates
1	Appoint Budget Officer	January Regular Board Meeting	Jan. 14, 2021
2	Appoint/Reappoint Budget Committee	January Regular Board Meeting	Jan. 14, 2021
3	Publish 1st Notice of budget meeting	No more than 30 days before the meeting	Mar. 19, 2021
4	Publish 2nd Notice of budget meeting	No less than 5 days before the meeting	Apr. 7, 2021
5	*Budget Committee Meets for the first time	3rd Thursday in April	Apr. 15, 2021
6	Publish Notice/Summary Budget Hearing	5 to 30 days before Hearing	Apr. 23, 2021
7	Budget Hearing/determine Tax Levy	May Regular Board Meeting	May 13, 2021
8	Consider Resolutions to: <ul style="list-style-type: none"> • Adopt budget • Make appropriations • Levy taxes by fund 	June Regular Board Meeting or special meeting but before June 30th	June 10, 2021
9	Submit tax certification to Assessor Office	By July 15th (date set by law)	July 6, 2021
10	Submit copy of complete budget to County Clerk	By September 30	July 6, 2021

**Additional meetings can be held if the budget is not approved by the Budget Committee on April 15, 2021*

Appointed/Reappointed Budget Committee Members (3 YEARS TERM)

NAME	DATE APPOINTED	TERM
(1) Vacant	Appointment Jan 2021	1. (FY 21-22 Budget) June 2021 2. (FY 22-23 Budget) June 2022 3. (FY 23-24 Budget) June 2023 4. (FY 24-25 Budget) June 2024
(2) James Senn 8450 SW Marine View St South Beach Oregon 97366	Reappointed Jan 2020	1. (FY 20-21 Budget) June 2020 2. (FY 21-22 Budget) June 2021 3. (FY 22-23 Budget) June 2022 4. (FY 23-24 Budget) June 2023
(3) Barry Compton PO Box 53 South Beach OR 97366	Reappointed Jan 2020	1. (FY 20-21 Budget) June 2020 2. (FY 21-22 Budget) June 2021 3. (FY 22-23 Budget) June 2022 4. (FY 23-24 Budget) June 2023
(4) Tom Ryan 13973 NW Alike Drive Seal Rock OR 97376	Appointment Feb 2018	1. (FY 18-19 Budget) June 2018 2. (FY 19-20 Budget) June 2019 3. (FY 20-21 Budget) June 2020 4. (FY 21-22 Budget) June 2021
(5) Barbara Flewellyn 13705 NW Alike Dr. Seal Rock OR 97376	Reappointed Jan 2020	1. (FY 20-21 Budget) June 2020 2. (FY 21-22 Budget) June 2021 3. (FY 22-23 Budget) June 2022 4. (FY 23-24 Budget) June 2023



2021 ANNUAL CONFERENCE

February 3-4, 2021 | A DIGITAL EVENT



2021 ANNUAL CONFERENCE

SDAO invites you to join us for our annual conference on February 3rd and 4th! This year's event will mark our 42nd anniversary hosting this conference for our special district members. Due to the pandemic, we have decided to make the 2021 conference a completely virtual event for the safety of our members, sponsors, and staff. In an effort to honor your continued steadfast work within your communities throughout the various crises that have affected our state this year, we are providing this conference to our members at **no cost**.

Although it may look and feel different from all of the rest, we have planned an exceptional program for you. As in previous years, we will be offering over 20 educational sessions and multiple opportunities for interacting with your colleagues. We will kick off the conference on Wednesday, February 3rd with an update from SDAO Executive Director Frank Stratton and Board President Michele Bradley. Breakout sessions, caucus meetings, exhibitor trade show, and networking opportunities will follow. Brush up on your trivia because after sessions on Wednesday,

you will be invited to join a virtual trivia game. You will be placed in groups and compete against other teams for bragging rights to be the trivia team champions.

Thursday will continue with more conference breakout sessions, the Annual Business Meeting, the exhibitor tradeshow, and the Awards Ceremony. The Awards Ceremony will be a time we will celebrate the outstanding work of our special district members.

Be sure to register by January 25th to secure your access to all our top-of-the-line training sessions, caucus meetings, exhibitor tradeshow, and networking events, all viewable from the comfort of your own home, office, beach chair – the options are endless. The training sessions will be recorded so if there are particular sessions you find useful or ones that you missed, you can rewatch them at your convenience up to three months following the conference.

We look forward to seeing you all, virtually, on February 3rd and 4th! Register today at: <https://cvent.me/7kNroQ>.

CONFERENCE HIGHLIGHTS

28

- 20+ Breakout Sessions
- Caucus Meetings & SDAO Board Member Nominations
- Virtual Exhibitor Trade Show
- Annual Business Meeting & Board Member Elections
- SDAO Awards Ceremony
- Online Trivia Game

VIRTUAL EXHIBITOR TRADE SHOW

Special districts have a multitude of service needs and product requirements that our exhibitors can meet. On both Wednesday and Thursday, the Virtual Exhibitor Trade Show providers will showcase their products and services.

CAUCUS MEETINGS & SDAO BOARD MEMBER NOMINATIONS

Separate virtual Zoom caucus meetings are scheduled for fire, irrigation, park and recreation, ports, sanitary, water, and at-large districts. This is an opportunity to meet with peers to conduct caucus business, discuss current legislative issues, and make nominations for vacant SDAO board member positions.

ANNUAL BUSINESS MEETING & BOARD MEMBER ELECTIONS

The Annual Business Meeting will include a presentation of the previous year's annual report, audit and financial report, caucus meeting reports, board member elections, and other association business.

AWARDS CEREMONY

The SDAO Awards Program gives recognition to member districts for accomplishments which allow them to provide better services to the public and honors individuals who have contributed substantially to the improvement and successful operation of their organization. These awards celebrate the ingenuity, creativity, and diversity of our members.

ONLINE TRIVIA GAME

Who said a virtual conference can't be fun and interactive? Join us Wednesday at the conclusion of the day for a live game hosted by TriviaHub where your team will compete against other teams for the highest trivia score! Teams will be selected at random at the beginning of the game.

HOW TO REGISTER

Registration is now open on our conference registration website. For more information and to register, please visit <https://cvent.me/7kNroQ>. If you have any questions about registration, please call Member Services at 800-285-5461.

<https://cvent.me/7kNroQ>

The information in this packet is subject to change. Visit the conference website to view the most up-to-date information and conference materials.

SCHEDULE OF EVENTS

WEDNESDAY, FEBRUARY 3, 2021

8:30 - 9 AM	Login "Doors" Open
9 - 9:30 AM	Opening Session
9:30 - 9:45 AM	Break
9:45 - 10:45 AM	Concurrent Breakout Sessions
10:45 - 11 AM	Break
11 AM - Noon	Concurrent Breakout Sessions
Noon - 1 PM	Lunch Break & Networking
1 - 2:30 PM	Caucus Meetings
2:30 - 3 PM	Virtual Exhibitor Trade Show
3 - 4:30 PM	Networking Reception & Trivia Game

THURSDAY, FEBRUARY 4, 2021

8 - 8:30 AM	Login "Doors" Open
8:30 - 9:30 AM	Concurrent Breakout Sessions
9:30 - 9:45 AM	Break
9:45 - 10:45 AM	Concurrent Breakout Sessions
10:45 - 11 AM	Break
11 AM - Noon	Concurrent Breakout Sessions
Noon - 1 PM	Lunch Break & Networking
1 - 2:30 PM	Annual Business Meeting
2:30 - 3 PM	Virtual Exhibitor Trade Show
3 - 4:30 PM	Awards Ceremony & Closing Remarks

BOARD MEMBER ELECTIONS

Expiring positions on the SDAO Board of Directors will be open for election at the Annual Business Meeting on Thursday, February 4th. Positions open for nomination and the current representatives include:

WATER

- *Todd Heidgerken, Clackamas River Water*

PORT

- *Michele Bradley, Port of Tillamook Bay*

PARK & RECREATION

- *Jennifer Holland, Sisters Park & Recreation District*

TRUE AT-LARGE (Not from Big Six*)

- *Emily Stumpf, Multnomah County Drainage District #1*
- *Kathy Kleczek, Sunset Empire Transportation District*

Board members are elected for two-year terms extending from July 1, 2021 through June 30, 2023.
 * Big six districts include fire, irrigation, park and recreation, ports, sanitary, and water.



ACCESS TO THE CONFERENCE PLATFORM & SESSION HANDOUTS

For the last several years, we have had a conference app that attendees could access prior to the conference to post to the news feed, view up-to-date conference information, and access conference handouts. This year, we will not have the app, as all of this information will be available on the conference platform itself. Prior to the conference, registered attendees will receive an email notifying them once they are able to access the platform to set up their profiles and download available handouts. Once registered, watch your email inbox for all conference updates!

Conference Schedule

WEDNESDAY - FEBRUARY 3, 2021

Login "Doors" Open | 8:30 – 9 AM

Start your day by getting acquainted with the SDAO conference platform hosted by Showcare. View the conference schedule, grab a notebook and pen, and get ready for your sessions! If you have not already done so in advance, make sure to set up your profile and add information about yourself so others can reach out to you to chat. We recommend adding a photo so other attendees can see who they are talking to. During this time, you can join roundtable Zoom meetings or even set up your own and invite others to join and network. If you need assistance, SDAO staff members will be available at our virtual exhibitor booth to help answer questions.

Opening Session | 9 – 9:30 AM

Join Executive Director Frank Stratton and SDAO Board President Michele Bradley for our opening session as we kick off the 2021 SDAO Annual Conference. Frank and Michele will review association updates and give a general overview of what you can expect from our virtual event.

Break | 9:30 – 9:45 AM

Concurrent Sessions | 9:45 – 10:45 AM

Basics of Public Contracting in Oregon



Eileen Eakins, NW Local Government Legal Advisors

Public contracting can be intimidating, but understanding a few key concepts can help you successfully navigate this complex terrain. In this 60-minute session, attorney Eileen Eakins will review and summarize Oregon's public contracting laws and give you practical tips for staying in compliance with the law.

**Board Leadership Academy: Module 2: Public Contracting*

**Fire District Directors Academy: Module 2: Public Contracting*

Effective Performance Management and Discipline



Chris Duckworth, CDR Labor Law

Join Chris for a survey of tools and strategies to correct poor employee performance and address employee misconduct.

**SDAO Academy: HR/Personnel Management: Performance Management/Documentation/Discipline (5 Credits)*

District Response and Lessons Learned During the COVID-19 Pandemic

Speaker Panel - Mike Jacobs, Tualatin Valley Water District; Brandy Warburton, Port of Morrow; Jason Jantzi, SDAO

Join Jason Jantzi, SDAO Risk Management Consultant and designated COVID-19 resource person, as he facilitates a discussion with special district leaders regarding the COVID-19 pandemic. Our panel will review how various types of districts responded to the rapid adjustment to new regulations, workplace changes, revenue loss, and general lessons learned along the way. Jason will also offer an update on the current climate of the pandemic and provide key insights on important things your district needs to know going forward.

Grant Writing Basics: Strengthen Your Narrative

Laura Prado, PARC Resources

This one-hour workshop focuses on the narrative; a key component in grant writing. During this session, we will explore ways to optimize the narrative for improved grant writing success and streamlining the process. The information is applicable to all types of grant applications, including private, state, and federal funding sources. Outcomes from this session are to learn proven tips and techniques to strengthen their narrative when pursuing grant funding.

Break | 10:45 – 11 AM

Concurrent Sessions | 11 AM – Noon

Basic Strategic Planning, Roadmap for Your District's Future



George Dunkel, SDAO

A strategic plan is a document that establishes the direction of an organization. It can be a single page or fill up a binder, depending on the size and complexity of the district and organizational needs. All special districts can benefit from having a strategic plan. The process of developing a plan helps the district step back and examine where they are, where they want to go, and how they are most likely to get there. In the absence of a plan, work still gets done on a day-to-day basis but often lacks a sense of purpose and priority. SDAO Senior Consultant George Dunkel will outline the basic planning elements to help district boards and managers understand the types of plans and the steps necessary to develop a successful plan for the district.

**SDAO Academy: District Management: Strategic Planning (5 Credits)*

Employee Hiring and Management in the Digital and Virtual Environment



Spencer Rockwell, SDAO

Join Spencer Rockwell for a discussion about employee hiring and management when (nearly) everything is done remotely. Spencer will address how to modify the hiring and interview process when you do not get to meet the person face-to-face and provide advice on guidance on successful management of employees in their remote locations. Lastly, Spencer will talk about the "social media" aspect of remote work—and not just about Facebook, Instagram, and TikTok.

**SDAO Academy: HR/Personnel Management: Hiring Practices/Performance Management (5 Credits)*

Eye of the Storm - Fundamentals of Protecting Your Organization



Anders Erickson and Matthew Solomon, Eide Bailly

Research and industry experts predict that cybersecurity attacks will continue to rise as hackers and cyber criminals constantly look for new targets. Most organizations recognize that the sustainability of their operations and business is dependent upon protecting the personal and confidential information with which they are entrusted. Experienced leaders also realize that it's difficult to know where to start, which direction to go, and how to get there. At the end of this session, attendees will understand why cyber risk creates such a threat and learn some practical insights to help reduce their risk of being the victim of a cyber-attack.

**SDAO Academy: Risk Management/Operations: Cyber Risks (5 Credits)*

A Return to Abnormal

Jason Elissalde, Celebrate Your WHY

As we start thinking of what a post-pandemic world may look like, we need to take a moment to discuss what it is we have actually gone through, and the impact it has had on both us and the communities we serve. During these increasingly unpredictable times, this session will discuss the importance of acknowledging what we have gone through, how we have gotten through it, and where it is we go from here. See how to thrive in this chaos by not just accepting change, but embracing it, while shifting from "this is what has happened to me", to "this is what I can make happen."

Lunch Break & Networking | Noon – 1 PM

Take a lunch break and if you have extra time, peruse the virtual exhibitor showroom or join a roundtable discussion to network with other attendees who are from similar district types or in similar roles.

Caucus Meetings | 1 – 2:30 PM

Separate virtual caucus meetings are scheduled via Zoom on our conference platform for fire, irrigation, park and recreation, ports, sanitary, water, and at-large districts. This is an opportunity to meet with peers to conduct caucus business, discuss current legislative issues, and make nominations for vacant SDAO board member positions.

Virtual Exhibitor Trade Show | 2:30 – 3 PM

Providers will showcase their products and services and be available to video chat to answer questions. Special districts have a multitude of service needs and product requirements that our exhibitors can meet. This is also the time to visit the virtual exhibitor booths to find clues hidden for our virtual scavenger hunt game. Attendees who find all the clues will be entered into a raffle to win a prize.

Networking Reception and Trivia Game | 3 – 4:30 PM

Join us for a time to connect with other attendees and sponsors. This will also be a time to have some fun. We hope you brushed up on your trivia skills, we will have a live game hosted by TriviaHub where you will work with others on a team to compete for the highest score!

SDAO ACADEMIES

Professional & Board Member
Development Programs



Learn more about our professional and board member development programs on our website at www.sdao.com/sdao-programs-services. Here you can get specific program information and download an enrollment form and self-tracking worksheet.

If you have any questions, please contact SDAO Member Services at 800-285-5461 or email memberservices@sdao.com.

THURSDAY - FEBRUARY 4, 2021

Login "Doors" Open | 8 – 8:30 AM

Concurrent Sessions | 8:30 – 9:30 AM

Intergovernmental Agreements: What, How and When



George Dunkel, SDAO

Oregon's special districts have the authority under ORS 190 to enter into contracts, also known as intergovernmental agreements (IGAs), with other government agencies. Join SDAO Senior Consultant George Dunkel in an interactive discussion concerning the use and development of IGAs. Basic elements will be outlined as well as relative information on common uses.

**SDAO Academy: District Management: Intergovernmental Affairs/Agreements (5 Credits)*

The Changing Workplace

Liani Reeves and John Stellwagen, Bullard Law

This program will review how the events of 2020—including a global pandemic, widespread social unrest and protests, and an election—will change the workplace going forward and what employers should expect going into 2021, including anticipated changes that will come with a new administration.

Analyzing Exposure to Risk



Greg Jackson, Troy DeYoung,
Phil Wentz and Dan Davenport, SDAO

There are several different elements to the risk management process. Our panel of risk management professionals will discuss how to analyze risk, evaluate those risks using the risk matrix and hierarchy of controls, and develop a risk control plan. They will also review other risk factors that districts must consider.

**Board Leadership Academy: Module 3: Analyzing Exposure to Risk*

**Fire District Directors Academy: Module 4: Analyzing Exposure to Risk*

Legislative Summary

Hasina Wittenberg and Mark Landauer, SDAO

The Oregon State Legislature convenes for its long session in January. Expected to run through June, SDAO staff will track hundreds of pieces of legislation affecting all types of special districts. Our government affairs team will provide an overview of SDAO legislative priorities and provide insight into potential positive and negative legislation that will affect special districts. Districts interested in pending legislation should not miss this legislative update.

Break | 9:30 – 9:45 AM

Concurrent Sessions | 9:45 – 10:45 AM

Advanced Board Skills: Choosing Collaboration & Clarity Over Chaos



Christy Monson, Local Government Law Group

All over the world, citizens are shaking their heads as their leaders resort to childish squabbling, name-calling, and deflection instead of leading with honesty, integrity, honor and respect. In this one-hour session, we will discuss why this type of misbehavior has such a strong pull on modern-day elected officials; how to recognize when an honest disagreement is turning into chaotic conflict; how your board can plan for, address, and honor differences of opinion without compromising ideals; and what you can do when disagreement turns ugly and becomes detrimental to your entire community.

**SDAO Academy: District Management: Board Relations (5 Credits)*

**Board Leadership Academy: Module 1: Representing the Board*

**Fire District Directors Academy: Module 1: Representing the Board*

Concurrent Sessions (continued) | 9:45 – 10:45 AM

Cultural Diversity: What is it and Why Does it Matter?

Judy Clark, HR Answers

Creating a work environment where diversity is valued and honored isn't as simple as knowing the numbers or spouting clichés. Diversity doesn't just mean differences in races, genders, or ages. It is much more complicated and nuanced than that. Diversity encompasses differences in values, thought processes, backgrounds, and education – just to mention a few. This session will provide information about the way our differences affect us, methods to better communicate when differences are significant, and highlight specific actions that we can take to develop a more diversity-respectful workplace. Spiced with humor and real-life business experiences, this lively session will help attendees deal with this complex subject and better understand their own values, beliefs, and stereotypes.

**Board Leadership Academy: Module 4: Cultural Diversity*

**Fire District Directors Academy: Module 5: Cultural Diversity*

Trends in Sexual Harassment and Discrimination Litigation

Angela Smith and Teri Dragoo, SDAO

Join consultants Teri Dragoo and Angela Smith to be better prepared to recognize and respond to situations that can lead to sexual harassment lawsuits – from the obvious to the subtle. Essential to running a public entity, right decisions regarding employees, colleagues, and coworkers can be a balancing act discerning the difference between appropriate and inappropriate behavior in the workplace. Sexual harassment issues and lawsuits are extremely costly and can damage an organization's reputation, recruiting, retention and bottom line.

2020 Oregon Wildfires: How to Prepare for and Recover from Unexpected Disasters

Speaker Panel

The devastation from the 2020 Oregon wildfires was completely unexpected and eye-opening. Being prepared for emergencies and disasters is becoming more and more critical as events such as these become more commonplace. During this panel discussion, we will hear from leaders at Oregon's special districts that were affected by the fires. They will discuss how they prepared, the events that unfolded, and the next steps they are taking to rebuild their communities.

Break | 10:45 – 11 AM

Concurrent Sessions | 11 AM - Noon

Basic Budgeting and Finance Concepts

Rob Moody, Merina + Co and David Ulbricht,
SDAO Advisory Services

Join Rob Moody and David Ulbricht as they review basic budgeting and finance concepts for special districts. Learn how to budget for indebtedness, refinance of indebtedness, and establish appropriate funds.

**Board Leadership Academy: Module 2: Local Budgeting and Finance*

**Fire District Directors Academy: Module 2: Local Budgeting and Finance*

Hot Topics in Workers' Compensation

SDAO Speaker Panel - Gina Wescott, Toni Martin, Katherine Taylor, Cheryl Hartman, K'Lynn Wiley, and Dustin Karstetter

Now that 2020 is finally in the rear-view mirror, "talk show host" Gina Wescott will be joined by *inquiring minds* (the SDAO Workers' Compensation Department) for an entertaining discussion on the important issues in workers' compensation over the past year.

Concurrent Sessions *(continued)* | 11 AM - Noon

A View from the Top: Harassment Claims Against Elected Officials Under SB 479



Dee Rubanoff and Chandra Hatfield, Peck Rubanoff and Hatfield

Dee and Chandra will discuss the history of this new legislation, how the legal framework for workplace harassment claims has changed, and the challenges that are faced by public employers when an elected official is accused of workplace harassment.

- *SDAO Academy: HR/Personnel Management: Harassment and Discrimination (5 credits)
- *Board Leadership Academy: Module 4: Harassment and Discrimination
- *Fire District Directors Academy: Module 5: Harassment and Discrimination

How to Tell Your Story: Messaging in a Time of Shrinking Revenues and Budget Constraints



Sloane Dell'Orto, Streamline

Storytelling is a skill that all organizations should master, but none more so than special districts. When it comes to fighting for your budget, getting approval for a rate increase, or changing the way you provide services, if you haven't effectively communicated your value, how can you expect to be successful? In this session we'll explore a variety of storytelling strategies that will help you communicate your value, which types of storytelling are most effective for what medium, and more. We'll also touch on some guerrilla marketing tactics that can help you get the word out, inexpensively.

- *SDAO Academy: District Management: Public Relations (5 Credits)

Lunch Break & Networking | Noon – 1 PM

Take a lunch break and if you have extra time, peruse the virtual exhibitor showroom or join a roundtable discussion to network with other attendees who are from similar district types or in similar roles.

Annual Business Meeting | 1 – 2:30 PM

The Annual Business Meeting will include a presentation of the previous year's annual report, audit and financial report, caucus meeting reports, board member elections, and other association business.

Virtual Exhibitor Trade Show | 2:30 – 3 PM

Providers will showcase their products and services and be available to video chat to answer questions. Special districts have a multitude of service needs and product requirements that our exhibitors can meet. This is also the time to visit the virtual exhibitor booths to find clues hidden for our virtual scavenger hunt game. Attendees who find all the clues will be entered into a raffle to win a prize.

Awards Ceremony & Closing Remarks | 3 – 4:30 PM

The SDAO Awards Program gives recognition to member districts for accomplishments which allow them to provide better services to the public and honors individuals who have contributed substantially to the improvement and successful operation of their organization. These awards celebrate the ingenuity, creativity, and diversity of our members.

Scheduling, session offerings, and other information contained in this brochure is subject to change. All registrants will be notified of any adjustments to the schedule or content.

Strategic Funding Report
Prepared For



December 2020



INTRODUCTION

Dig Deep Research (Dig Deep) conducted strategic funding research on behalf of Seal Rock Water District (the District) to identify grant and loan options to address priority water projects within the District's Capital Improvement Plans for 2021–2022. This document includes a summary of Dig Deep's findings, as well as our recommendations for pursuing identified funding opportunities.

This document supplements two previous deliverables provided by Dig Deep to the District in calendar year 2020 to complete the agreed upon Scope of Work. The two other deliverables already completed include a Strategic Planning Workshop (conducted in February 2020), as well as technical assistance and training documents included in the Dig Deep Resource Library. Due to the disruption caused by the COVID pandemic—including uncertainty about its potential impact on state and federal grants and loans prospects—the District agreed to allow additional time to complete this third and final deliverable so that Dig Deep could evaluate potential COVID related impacts to the current funding landscape.

RESEARCH METHODS

Dig Deep employs a mixed-methods approach to funding research—relying upon both qualitative and quantitative research—to develop the Funding Opportunities List, narrow that list to top prospects, and make recommendations about future pursuits. This is a multi-step iterative process which began with the Strategic Funding Workshop in February 2020. Additionally, Dig Deep relied upon phone calls, emails, and meetings with District staff after the pandemic outbreak to gather information about the District's capital projects. This information was formulated into search criteria to guide the research that followed.

Dig Deep's grants strategists reviewed loan and grant opportunities, analyzing them based on multiple criteria, and developed a list of funding opportunities to best meet the District's needs. Sources of this research data include Dig Deep's comprehensive, proprietary database of capital funding opportunities; subscription-based research products; and significant time revisiting federal and state agency websites. This enabled



Dig Deep to identify which funding opportunities are most relevant to the water District’s capital projects and to ensure the list is as up to date as possible.

Dig Deep’s experienced team applied significant vetting, evaluation, and analysis to produce a list of funding opportunities for which the District is most likely to be competitive and for which the award size is large enough to be a worthwhile pursuit. While funding agencies regularly change the criteria for and availability of funding opportunities, the information in this report is current as of December 1, 2020.

PRIORITY PROJECTS

Dig Deep cross-referenced relevant grant prospects with the District’s priority capital improvement projects that are summarized below.

Table 1: Seal Rock Water District CIP Priority Projects (2021-2022)		
Project Name	Est Cost	%SDC Eligible
Water System Master Plan	\$150,000	100%
Water Rate Study	\$45,000	100%
Distribution Piping - Sandy Drive	\$139,925	50%
Distribution Piping - Pacific Shores	\$372,070	33%
Distribution Piping – Surfland	\$375,000	33%
Distribution Piping – HWY-101 98th St to Pacific Shores	\$500,000	20%
2-inch piping replacement throughout the system	\$2,400,000	50%

PURSUIT STRATEGIES

Based upon Dig Deep’s experience and knowledge of water funding options—as well as the current funding landscape—we have identified the following funding pursuit strategies for the District’s priority projects.

Strategy #1 – Focus 2021 Funding Pursuits on Top Prospects

From among the numerous grant funding opportunities in the Funding Opportunities List, Dig Deep recommends the District focus first on the top prospects listed in Table 2. Please note the Bureau of Reclamation Water Marketing Strategy grant opportunity that appears as the first opportunity in Table 2 below. Pursuing an opportunity such as the

Water Marketing Strategy grant can free up District funds that can be reallocated to capital projects for which it may be more challenging to secure grants funding.

Table 2. Top Prospects for Initial Planning & Action

Agency	Program	Amount	Notes	Deadline
Bureau of Reclamation	Water Marketing Strategy Grants	\$400,000	Funds planning activities for developing a water marketing strategy to establish or expand water markets or water marketing transactions. Awards in 2019 ranged from \$50,000 to \$400,000.	Funding Opportunity Announcement expected February 2021
Bureau of Reclamation	WaterSMART Drought Response Program Resiliency Projects	\$1.5M	Funds projects that will help communities prepare for and respond to drought by (1) Increasing the reliability of water supplies, (2) Improving water management, and/or (3) Providing benefits for fish and wildlife and the environment. Awards in 2019 ranged from \$106,000 to \$750,000.	Estimated July 2021
Business Oregon	Special Public Works Fund (SPWF) Grants	\$500,000	The SPWF provides funds for publicly owned facilities that support economic and community development. Since all priority projects identified by the District include an SDC component, Dig Deep believes there is a case to be made that these projects have impact on local economic development.	Rolling Deadline
Federal Emergency Mgmt. Agency (FEMA)	Building Resilient Infrastructure and Communities (BRIC)	Varies, work with State for guidance	BRIC grants are used for pre-disaster mitigation activities (planning, programs, and/or construction). BRIC replaces the former Pre-Disaster Mitigation (PDM) program. Must apply through State Office of Emergency Management, through pre-application process.	Estimate for Pre-Application: September 2021
Oregon Water Resources Department (OWRD)	SB 839 Water Project Grants	Estimated \$1M	839 grants provide funding for projects that help Oregon meet its in-stream and out-of-stream water supply needs and produce economic, environmental, and social/cultural benefits. This is a competitive funding opportunity that is meant for implementation-ready projects. Awards in 2019 ranged from \$155,000 to \$983,000.	Estimated April 2021

Strategy #2 – Identify Mitigation-Related Projects for FEMA Post-Disaster Funding

Due to the devastating wildfires that occurred in Oregon in 2020, FEMA has allocated around \$70M for post-disaster mitigation activities within affected counties across the state through the Hazard Mitigation Grant Program (HMGP). According to Oregon’s Department of Emergency Management (OEM), this is at least five times the amount of funding the state has ever received to distribute for post-disaster activities. Dig Deep recommends that the District take advantage of this unique opportunity for mitigation project funding.

Pre-applications must be submitted to Oregon’s State Hazard Mitigation Officer at OEM, and they are accepted and put into the state’s queue on a rolling basis. The two upcoming due dates are April 15, 2021 (for opportunity # HMGP-PF-FM-5327-OR) and July 1, 2021 (for opportunity #HMGP-DR-4562-OR); however, Dig Deep recommends applying as soon as possible to secure a place in the funding queue.

Strategy #3 - Be Prepared to Act Quickly on “Shovel-Ready” Projects

Based on how Congress and federal agencies disbursed American Reinvestment and Recovery Act (ARRA) funds during the prior recession, it would be prudent for the District to anticipate possible new or expanded capital project funding announcements in 2021 and 2022. Any such announcements will mostly likely prioritize or be available only for “shovel-ready” projects—projects that have already cleared environmental and other reviews, and for which construction can begin within months of award. While this definition can change, generally “shovel-ready” refers to projects with engineering 90%-100% complete and with environmental permits secured.

In addition, the District should be prepared to respond quickly to any such funding opportunities. They are often announced with little to no advance warning and with very short deadlines (such as applications due 30 days after publication in the Federal Register). Therefore, Dig Deep recommends the District make concrete plans for how it will evaluate funding opportunities to make a go/no-go decision. We furthermore recommend that District staff prioritize a list of which projects might be viable for such funding opportunities given their developmental stage. This will better position the District to respond strategically rather than reactively to any unanticipated funding notices.

Strategy #4 – Schedule a “One-Stop” Meeting to Discuss Refinancing Existing Loans

Given that the District is eligible for several low-interest loan programs (as shown in the Funding Opportunities List), the District should consider options for loan consolidations and/or securing lower interest rates. The District has successfully leveraged Business Oregon’s One Stop process in the past. The One Stop process can also be used to secure even lower interest rates on existing loans and/or to bundle existing higher interest loans with new projects for a lower overall rate. Reducing lifetime debt service on existing loans can yield substantial returns.

PRE-APPLICATION PLANNING RECOMMENDATIONS

Advance planning and preparation are essential for all grant applications, but especially for federal and complex state pursuits. Below are Dig Deep’s basic pre-application planning recommendations that can be utilized to help the District prepare for successful grant pursuits.

- ↓ Analyze current and past funding announcements for key requirements to ensure projects meets basic application criteria.
- ↓ Analyze details of the funding program’s past awards (award amounts, typical match ratios, project summaries, location of awards, etc.).
- ↓ Review successful applications from previously awarded projects, if available.
- ↓ Compile application resources such as project description, research data, engineering reports, budgets, and contact information for partners/supporters.
- ↓ Set-up credentials and accounts for online application systems (including SAM/DUNS).
- ↓ Schedule and hold a “funder cultivation” meeting with funding agencies whenever possible.

COMMON APPLICATION REQUIREMENTS

Sample of Common Application Requirements for State & Federal Grants:

- ↓ Project description with explanation of community need (including supportive research)

DIG DEEP

- ↓ Technical plans, such as engineering reports
- ↓ Detailed multi-year budget (with narrative description)
- ↓ Project timeline and criteria for evaluating project success
- ↓ Documentation of compliance with state and federal statutes and regulations (including permits or approvals; environmental, historical, and archaeological records; etc.)
- ↓ Letters of commitment from project partners, community advocates, and other stakeholders
- ↓ Letters of support from key government officials or agencies (e.g., state or federal delegation, governor, State Mitigation Officer, etc.)
- ↓ For federal applications: current accounts for SAM, DUNS, and Grants.gov, as well as submission of standard federal grant application forms

Note: These are only sample criteria, not an exhaustive list of all requirements for all grant opportunities. It is important to review application requirements carefully for individual funding announcements. After reviewing the items above, consider who within your organization has the time and expertise to complete these tasks, and discuss a schedule for completion.

CONCLUSION

Our research indicates that the District has strong funding potential to secure external capital grants in 2021 and beyond. The Funding Opportunities List (Appendix A) begins on the next page, with prospects grouped by grant funding opportunities and then loans. Within these categories, opportunities are sorted alphabetically by funding agency, then by program name. We are also providing a copy of the Funding Opportunities List as an Excel file, enabling District staff to sort and filter the list themselves by multiple variables.

The Dig Deep team is available for questions on the information provided in this document—as well as additional add-on services, such as detailed grant pursuit strategies, funder cultivation, and grant writing. It has been our pleasure to serve the District. We look forward to continuing to work with the District to help meet its financial goals.

Notice: This report does not constitute legal advice and should not be used as such. Applicants should review funding documents individually and consult legal and tax counsel when necessary.



Appendix A: Seal Rock Water District Funding Opportunities List

Grant Prospects (in Alpha Order by Funding Agency)							
Funding Agency	Program Name	Phases Funded	Max Award	Match Req.	Program Summary	Deadline/Notes	Website
Bureau of Reclamation	Water Marketing Strategy Grants	Planning	\$400,000	50%	Reclamation will provide grants to conduct planning activities in developing a water marketing strategy to establish or expand water markets or water marketing transactions. Water marketing refers to water rights transactions, include these lease, sale or exchange of water rights, undertaken in accordance with state and federal laws, between willing buyers and sellers.	FY 2021 Funding Opportunity Announcement expected February 2021	https://www.usbr.gov/watersmart/watermarketing/index.html
Bureau of Reclamation	WaterSMART Drought Response Program Resiliency Projects	Construction	\$1,500,000	50%	Drought Resiliency can be defined as the capacity of a community to cope with and respond to drought. Under this element of the program, Reclamation will provide funding for projects that will help communities prepare for and respond to drought. Typically, these types of projects are referred to as "mitigation actions" in a drought contingency plan. Reclamation will fund projects that will build resiliency to drought by (1) Increasing the reliability of water supplies (2) Improving water management (3) Providing benefits for fish and wildlife and the environment.	Estimated July 2021	https://www.usbr.gov/drought/
Bureau of Reclamation	WaterSMART Small-Scale Water Efficiency Projects	Construction	\$75,000	50%	Through the WaterSMART Small-Scale Water Efficiency Projects Reclamation provides 50/50 cost share funding to irrigation and water districts, tribes, states and other entities with water or power delivery authority for small water efficiency improvements that have been identified through previous planning efforts. Projects eligible for funding include installation of flow measurement or automation in a specific part of a water delivery system, lining of a section of a canal to address seepage, or other similar projects that are limited in scope.	Estimated March 2021	http://www.usbr.gov/watersmart/swee/index.html
Bureau of Reclamation	WaterSMART Water & Energy Efficiency Grants	Planning, Construction	\$2,000,000	50%	Through WaterSMART Water and Energy Efficiency Grants (formerly Challenge Grants) Reclamation provides 50/50 cost share funding to irrigation and water districts, tribes, states and other entities with water or power delivery authority. Projects conserve and use water more efficiently; increase the production of hydropower; mitigate conflict risk in areas at a high risk of future water conflict; and accomplish other benefits that contribute to water supply reliability in the western United States. Projects are selected through a competitive process and the focus is on projects that can be completed within two or three years.	Estimated September 2021	https://www.usbr.gov/watersmart/weeg/index.html
Business Oregon	Community Development Block Grant (CDBG) Program	Planning, Construction	\$2,500,000	Not Available	Grants and technical assistance are available for proposed projects that will primarily benefit low- and moderate-income persons: Public Works Infrastructure, Community Facilities, Regional Housing Rehabilitation and Microenterprise Programs. (Public Works Infrastructure including water and wastewater treatment plants, public water and sewer pipe, and water reservoirs.)	Estimated April 2021 & September 2021	http://www.oregoninfrastructure.org/infrastructure-programs/cdbg/
Business Oregon	Special Public Works Fund (SPWF) Emergency Projects	Construction, Planning	Not Available	25%	Emergency project assistance is used for reconstruction of essential community facilities that provide or support services vital to public health and safety. Some typical, municipally-owned facilities include, but are not limited to: water and sewer utilities, Local roads, bridges and other transportation system facilities, Emergency services buildings, including 911 system and ambulance facilities, Police and fire stations, Medical treatment centers, Emergency and auxiliary shelter, Storm water drainage, Port facilities, Infrastructure required for access to school, City halls, City and county courts, and Jails.	Rolling Deadline	http://www.oregoninfrastructure.org/infrastructure-programs/SPWF/Emergency-Project/

Funding Agency	Program Name	Phases Funded	Max Award	Match Req.	Program Summary	Deadline Notes	Website
Business Oregon	Special Public Works Fund (SPWF) Grants	Planning, Construction	\$500,000	15%	The Special Public Works Fund (SPWF) provides funds for publicly owned facilities that support economic and community development in Oregon. Funds are available to public entities for: planning; designing; purchasing; improving and constructing publicly owned facilities; replacing publicly owned essential community facilities, and emergency projects as a result of a disaster. Grants are available for construction projects that create or retain traded-sector jobs. Limited grants are available to plan industrial site development for publically owned sites and for feasibility studies.	Rolling Deadline	http://www.orninfrastructure.org/infrastructure-Programs/SPWF/
Business Oregon	Water / Wastewater Financing Program Grants	Planning, Construction	\$750,000	Not Available	This program funds the design and construction of public infrastructure needed to ensure compliance with the Safe Drinking Water Act or the Clean Water Act. To be eligible for funding a system must have received, or is likely to soon receive, a Notice of Non-Compliance by the appropriate regulatory agency or is for a facility plan or study required by a regulatory agency; and a registered Professional Engineer will be responsible for the design and construction of the project.	Rolling Deadline	http://www.orninfrastructure.org/infrastructure-Programs/WWF/
Federal Emergency Management Agency (FEMA)	Building Resilient Infrastructure and Communities (BRIC)	Planning, Construction	\$50,000,000	25%	The Federal Emergency Management Agency (FEMA) makes federal funds available through the new Building Resilient Infrastructures and Communities (BRIC) grant program to states, local communities, tribes and territories for pre-disaster mitigation activities. BRIC is a new FEMA pre-disaster hazard mitigation program that replaces the existing Pre-Disaster Mitigation (PDM) program. The BRIC priorities are to incentivize public infrastructure projects; projects that mitigate risk to one or more lifelines, projects that incorporate nature-based solutions, and, adoption and enforcement of modern building codes.	Estimate for Pre-Application: September 2021	https://www.fema.gov/grants/mitigation/building-resilient-infrastructures-communities
National Fish and Wildlife Foundation	Resilient Communities	Construction	\$500,000	50%	Resilient Communities Program, designed to prepare for future environmental challenges by enhancing community capacity to plan and implement resiliency projects and improve the protections afforded by natural ecosystems by investing in green infrastructure and other measures.	Annual deadline. Pre-proposals due April. Full applications are by invitation only (due in June).	https://www.nfwf.org/programs/resilient-communities-program/
Oregon Water Resources Department (OWRD)	SB 1069 Feasibility Study Grants	Planning	\$500,000	50%	Feasibility Study Grants help to cover costs of studies to evaluate the feasibility of developing water conservation, reuse, and storage projects. This competitive funding opportunity helps individuals and communities investigate whether a project is worth pursuing.	Estimated Fall 2021	https://www.oregon.gov/OWRD/programs/Funding-Opportunities/FeasibilityStudyGrants/Pages/default.aspx
Oregon Water Resources Department (OWRD)	SB 839 Water Project Grants	Construction	Not Available	25%	Water Project Grants and Loans provides funding for projects that help Oregon meet its in stream and out-of-stream water supply needs and produce economic, environmental, and social/cultural benefits. This is a competitive funding opportunity that is meant for implementation-ready projects. Eligible projects include: conservation, reuse, above-ground storage, below-ground storage, streamflow protection or restoration, water distribution, conveyance or delivery systems, and other water resource development projects that result in economic, environmental, and social/cultural public benefits.	Estimated April 2021	https://www.oregon.gov/OWRD/programs/Funding-Opportunities/WaterProjectGrantAndLoans/Pages/default.aspx
U.S. Department of Agriculture (USDA) Rural Development	Community Facilities Direct Grant Program	Construction	Not Available	Varies	This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial or business undertakings.	Rolling Deadline	https://www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program

Funding Agency	Program Name	Phases Funded	Max Award	Match Req.	Program Summary	Deadline Notes	Website
U.S. Department of Agriculture (USDA) Rural Development	Water & Waste Disposal Predevelopment Planning Grants	Planning	\$30,000	25%	Grants may be used to pay part of the costs of developing a complete application for USDA Rural Development Water & Waste Disposal direct loan/grant and loan guarantee programs. Grants may not be used to pay for work already completed. These grants do not have to be paid back if the application for the USDA direct loan or loan/grant combination is not successful. Grants are based on demonstrated need and subject to the availability of funds. Partnerships with other federal, state and local entities are encouraged, and grants are awarded only when the applicant cannot afford to borrow the needed funds.	Rolling Deadline	https://www.rfd.usda.gov/programs-services/water-waste-disposal-predevelopment-planning-grants
U.S. Economic Development Administration	Public Works Program	Planning, Construction	\$30,000,000	Varies	EDA Public Works program investments help facilitate the transition of communities from being distressed to becoming competitive by developing key public infrastructure, such as technology-based facilities that utilize distance learning networks, smart rooms, and smart buildings; multitenant manufacturing and other facilities; business and industrial parks with fiber optic cable; and telecommunications and development facilities. In addition, EDA invests in traditional public works projects, including water and sewer systems improvements, industrial parks, business incubator facilities, expansion of port and harbor facilities, skill-training facilities, and brownfields redevelopment.	Rolling Deadline	https://www.eda.gov/programs/eda-programs/

Loan Prospects (in Alpha Order by Funding Agency)

Funding Agency	Program Name	Phases Funded	Max Award	Match Req.	Program Summary	Deadline Notes	Website
Business Oregon	Special Public Works Fund (SPWF) Loans	Planning, Construction	\$10,000,000	Not Available	The Special Public Works Fund (SPWF) provides funds for publicly owned facilities that support economic and community development in Oregon. Funds are available to public entities for: planning; designing; purchasing; improving and constructing publicly owned facilities; replacing publicly owned essential community facilities; and emergency projects as a result of a disaster.	Rolling Deadline	http://www.infrastructure.org/infrastructure-programs/SPWF/
Business Oregon	Sustainable Infrastructure Planning Projects (SIPP) Loans	Planning	\$20,000	Not Available	SIPP loans may be 100% forgivable and can be used for planning activities that promote sustainable water infrastructure. Priority is given to systems that serve fewer than 300 service connections. Eligible Projects: feasibility studies, asset management plan, system partnership studies, resilience plan, water rate analysis, leak detection study, master plan (for systems with less than 300 connections); seismic risk assessment and mitigation plans.	Triannually: March 15, September 15, December 15	https://www.oregon.gov/ohs/fsh/healthy/environm/ots/DrinkingWater/SRF/Pages/sipp.aspx
CoBank	Interim Construction Loans	Construction	Not Available	Not Available	CoBank works with rural water and wastewater not-for-profit systems, municipalities, and investor-owned utility companies to provide interim and bridge financing, refinancing of existing debt. Interim Financing/Construction Loans can be used as short-term funding where USDA is the long-term lender, up to 3 year terms, interest only during construction; rates just below 2% for NFPs, lower for Munis with tax-exempt opinion. Payback once USDA funds the project.	Rolling Deadline	https://www.cobank.com/corporate/industry/water/
CoBank	Lines of Credit	Planning, Construction	Not Available	Not Available	CoBank works with rural water and wastewater not-for-profit systems, municipalities, and investor-owned utility companies to provide lines of Credit (Revolving). These lines of Credit are unsecured, with interest only on amounts utilized and rates about 0.50% higher than Interim Financing. They also have flexible payments – no set amortization or payback period.	Rolling Deadline	https://www.cobank.com/corporate/industry/water/

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Environmental Protection Agency (EPA)	Water Infrastructure Finance and Innovation Act (WIFIA)	Planning, Construction	\$20,000,000	51%	The WIFIA program accelerates investment in our nation's water infrastructure by providing long-term, low-cost supplemental loans for regionally and nationally significant projects. WIFIA works separately from, but in coordination with, the State Revolving Fund (SRF) programs to provide subsidized financing for large dollar-value projects.	Estimated July 2021	http://www.epa.gov/wifia
Oregon Water Resources Department (DWRD)	SB 839 Water Project Loans	Construction	Estimated \$1,000,000	Not Available	Water Project Grants and Loans provides funding for projects that help Oregon meet its in-stream and out-of-stream water supply needs and produce economic, environmental, and social/cultural benefits. This is a competitive funding opportunity that is meant for implementation-ready projects. Eligible projects include: conservation, reuse, above-ground storage, below-ground storage, streamflow protection or restoration, water distribution, conveyance or delivery systems, and other water resource development projects that result in economic, environmental, and social/cultural public benefits.	Estimated April 2021	https://www.oregon.gov/DWRD/programs/funding/Opportunities/WaterProjectGrantsAndLoans/Pages/default.aspx
Rural Community Assistance Corporation	Environmental Infrastructure Loans	Planning, Construction	\$3,000,000	Varies	RCAC's Environmental Infrastructure Loan Program helps create, improve or expand the supply of safe drinking water, waste disposal systems and other facilities that serve communities in the rural West. RCAC's loan programs provide the early funds that communities need to determine feasibility and pay pre-development costs prior to receiving state and federal program funding. RCAC also may provide interim construction financing and intermediate and long-term loans for system improvements. Projects must be located in rural areas with populations of 50,000 or less.	Rolling Deadline	http://www.rcac.org/handling/environmental/loans/
U.S. Department of Agriculture (USDA) Rural Development	Water & Waste Disposal Guaranteed Loan Program	Construction	Not Available	10%	Guarantees up to 80% available to eligible lenders to provide a loan guarantee for the construction or improvement of water and waste disposal projects serving the financially needed communities of rural areas. This is achieved through bolstering existing private credit structure through the guarantee of quality loans.	Rolling Deadline	https://www.rd.usda.gov/programs-services/water-waste-disposal-loan-guarantee/
U.S. Department of Agriculture (USDA) Rural Development	Water & Waste Disposal Loan & Grant Program	Construction	Not Available	15%	This program provides funding for clean and reliable drinking water systems, sanitary sewage disposal, sanitary solid waste disposal, and storm water drainage to households and businesses in eligible rural areas. This program assists qualified applicants who are not otherwise able to obtain commercial credit on reasonable terms. If funds are available, a grant may be combined with a loan if necessary to keep user costs reasonable.	Rolling Deadline	https://www.rd.usda.gov/programs-services/water-waste-disposal-loan-grant-program/
U.S. Department of Agriculture (USDA) Rural Development	Water & Waste Disposal Revolving Fund	Planning, Construction	\$100,000	20%	This program helps very small communities extend and improve water and waste treatment facilities for households and businesses.	Estimated June 2021	https://www.rd.usda.gov/programs-services/revolving-funds-for-financing-water-and-wastewater-projects/