

1

SEAL ROCK WATER DISTRICT
Board of Commissioners
Regular Board Meeting
Thursday, August 12, 2021 @ 4:00 p.m.
Public Meeting by Zoom Video Conference:

SRWD will hold this meeting through Zoom video conferencing. Due to limited capacity for in person meetings the public is invited to attend this meeting electronically. Please E-mail tkarsen@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 tkarsen@srwd.org by 2:00 p.m. on the day of the meeting to be included as public testimony. Comments received will be shared with the SRWD Board of Commissioners and included in the permanent record.

- **Call Regular Meeting to Order:**

- **Announcements/Visitor Public Comments:**

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

- **Consent Calendar:**

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

- Invoice List July 2021 to August 2021
- Board Meeting Minutes July 8, 2021
- Financial Report / Approve Invoices July 2021 to August 2021
- Business Oregon Disbursement Request No. 34 August 2021
- USDA PMR Phase IV No. 14 August 2021
- Contractor's Pay Request No. 14 August 2021
- General Manager's Monthly Report July 2021 to August 2021

- **Discussion and Information Items:**

- Consider Primary Source Water Project Update.
Presented by: Adam Denlinger, General Manager
Jeff Hollen, SRWD General Counsel

- **Decision Items:**

- Consider Community (Cluster) Mailboxes located on District Property.
Presented by: Adam Denlinger, General Manager
Joy King, Office Manager
- Consider MC-WPP Proposal for Phase 2 Community Engagement by Oregon's Kitchen Table (OKT).
Presented by: Adam Denlinger, General Manager
Alexandria Scott, MC-WPP Local Planning Coordinator

- **Reports, Comments and Correspondence:**

- July 21, 2021, Governor's Declaration of Drought Emergency for Lincoln County.
- Seal Rock Water District WMCP, Stage 2 Water Curtailment Advisory.

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

The SRWD Board will 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: September 9, 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
01-1310				
ROBERTA R. JOHNS MERRIL	071421	Refund Overpayment Final Bill	07/14/2021	18.18
Total 01-1310:				18.18
01-5290				
STAPLES BUSINESS ADVANTA	8062798405	TRU RED "8.5 x 11" Copy Paer, 20lbs., 92 Brightness, 500/Sheets/Ream, 5 Ream	07/03/2021	39.98
STAPLES BUSINESS ADVANTA	8062798405	Swingline Smart Touch Low Force 3-Hole Punch, 45 Sheet Capacity, Black/Gray	07/03/2021	48.49
STAPLES BUSINESS ADVANTA	8062798405	Brita On Tap Water Filtration System Faucets Replacement Filters, White, 1 Count	07/03/2021	17.59
STAPLES BUSINESS ADVANTA	8062798405	BIC Round Stic Xtra-Life Ballpoint Pens, Medium Point, Black Ink, 60/Pack	07/03/2021	3.99
STAPLES BUSINESS ADVANTA	8062798405	Offstamp Pre-Inked Stamp, PAID, Red Ink	07/03/2021	4.80
STAPLES BUSINESS ADVANTA	8062798405	Pilot G2 Premium Retractable Gel Ink Rolling Ball Pens, Fine Point, 0.7mm, Black	07/03/2021	10.99
STAPLES BUSINESS ADVANTA	8062798405	Avery Preprinted Plastic Dividers, Jan-Dec, Multicolor, 12- Tab Set	07/03/2021	37.90
STAPLES BUSINESS ADVANTA	8062798405	Simply Economy 1" 3-Ring View Binder, White	07/03/2021	12.48
STAPLES BUSINESS ADVANTA	8062798405	Staples 50% Recycled 8.5" x 11" Multipurpose Paper, 24 lbs., 96 Brightness, 500/r	07/03/2021	61.48
STAPLES BUSINESS ADVANTA	8062798405	Astrobrights Color Paper 8.5" x 11", 24lb, Pulsar Pink, 500 Sheets/Pack	07/03/2021	10.10
STAPLES BUSINESS ADVANTA	8062798405	Insertable Dividers, Multicolor, 5-tab	07/03/2021	5.50
STAPLES BUSINESS ADVANTA	8062798405	HP 414X Magenta Toner Cartridge, High Yield	07/03/2021	206.99
STAPLES BUSINESS ADVANTA	8062798405	HP 414X Yellow Toner Cartridge, High Yield	07/03/2021	206.99
STAPLES BUSINESS ADVANTA	8062798405	HP 414X Cyan Toner Cartridge, High Yield	07/03/2021	206.99
STAPLES BUSINESS ADVANTA	8062798405	HP 414X Black Toner Cartridge, High Yield	07/03/2021	302.98
Total 01-5290:				1,177.25
01-5291				
UMPQUA BANK CARDMEMBER	070121	USPS - Postage (R&G Check)	07/01/2021	11.15
Total 01-5291:				11.15
01-5310				
STATE OF OREGON	072021	Notary Public Commission Application (King-Cortes)	07/20/2021	40.00
US BANK	6168503	GO Ref Bonds Series 2012 Admin Fees 6/01/21 - 05/31/22	06/25/2021	495.00
Total 01-5310:				535.00
01-5360				
UMPQUA BANK CARDMEMBER	070121	Lunch for Beaver Creek property owners meeting	07/01/2021	95.00
Total 01-5360:				95.00
01-5800				
NEWPORT ACE HARDWARE &	5055	roundup w&g concentrate 36.8oz	06/30/2021	39.98
Total 01-5800:				39.98
01-5601				
UMPQUA BANK CARDMEMBER	070121	Amazon (Work shirts for Kenny)	07/01/2021	62.01
UMPQUA BANK CARDMEMBER	070121	Cabelas (Work shirts for Kenny)	07/01/2021	57.98
UMPQUA BANK CARDMEMBER	070121	Amazon (Work shirts for Kenny)	07/01/2021	32.59
Total 01-5601:				152.58

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
01-5630				
TOLEDO FEED & SEED, INC.	7961	Salt	06/30/2021	83.88
Total 01-5630:				<u>83.88</u>
01-5631				
UMPQUA BANK CARDMEMBER	070121	Valvoline oil change/filter for 2020 Jeep	07/01/2021	124.98
Total 01-5631:				<u>124.98</u>
01-5632				
LINCOLN COUNTY PUBLIC WO	8212	Fuel	07/01/2021	1,202.66
Total 01-5632:				<u>1,202.66</u>
01-5634				
ANALYTICAL LABORATORY GR	139702	Coliform, Presence/Absence by SM 9223 B-18 (ALG) 7/7/21	07/09/2021	274.00
Total 01-5634:				<u>274.00</u>
Grand Totals:				<u><u>3,714.66</u></u>

Dated: _____

General Manager: _____

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
01-5291				
US POSTAL SERVICE - WALDP	072221	Bulk Mailing	07/22/2021	872.58
Total 01-5291:				872.58
Grand Totals:				872.58

Dated: _____

General Manager: _____

Dated: _____

Treasurer: _____

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

ORIGINAL

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
01-1310				
DAN SCHWEICH	072921	Customer Refund/Overpaid bill	07/29/2021	40.90
Total 01-1310:				40.90
01-5271				
CHARTER COMMUNICATIONS	007859707192	Internet (Office)	07/19/2021	124.98
PIONEER CONNECT TELEPHO	080121	Telephone Services/Internet	08/01/2021	1,528.76
Total 01-5271:				1,653.74
01-5272				
AT&T MOBILITY	07232021	Wireless	07/15/2021	257.20
Total 01-5272:				257.20
01-5290				
PETTY CASH	072921	Notary Stamp (Joy King-Cortes)	07/29/2021	22.88
PETTY CASH	072921	Walmart: Britta filter for faucet	07/29/2021	36.88
Total 01-5290:				59.56
01-5291				
PETTY CASH	072921	Postage (R&G Construction)	07/29/2021	14.00
US POSTAL SERVICE - WALDP	073021	Additional Mailing (Stage 2 Water Curtailment Advisory)	07/30/2021	876.05
Total 01-5291:				890.05
01-5360				
PETTY CASH	072921	Lunch for Source Water Meeting	07/29/2021	104.85
PETTY CASH	072921	Lunch for Source Water Meeting	07/29/2021	8.75
Total 01-5360:				113.40
01-5610				
CENTRAL LINCOLN P.U.D.	072121	Utility Services	07/21/2021	1,419.40
Total 01-5610:				1,419.40
01-5634				
OREGON LINEN	674602	Mats	07/31/2021	198.99
Total 01-5634:				198.99
Grand Totals:				4,633.24

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
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Dated: _____

General Manager: _____

Dated: _____

Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

7

**SEAL ROCK WATER DISTRICT
MINUTES OF THE
Regular Board Meeting
by Zoom Conference Call and In Person
July 8, 2021**

Introduction to Remote Meeting:

Denlinger, General Manager, explained that this board meeting is being conducted remotely and in person. Due to limited capacity for in person meetings, the public is invited to attend this meeting electronically. He further explained that the Board President will call each name to confirm those who are present 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 4:08 p.m., Thursday, July 8, 2021.

Present:

President Rob Mills confirmed that all commissioners present can hear each other by doing a roll call. Present by Zoom Conference Call were Commissioner Karen Otta, member; Commissioner Glen Morris, member. Present in person in the Board room were President Rob Mills; Commissioner Sandra Mies-Grantham; Commissioner Paul Highfill; and Attorney Jeff Hollen, Legal Counsel. Staff: Adam Denlinger, General Manager; Joy King, Office Manager.

Excused Absences: None

Oath of Office:

Joy King, an Oregon Notary administered the Oath of Office for re-elected commissioner, Sandra Mies-Grantham, position 1 for a 4-year term, and the newly elected commissioner, Paul Highfill, position 2 for a 4-year term.

Appointment of Board Treasurer:

Commissioner Sandra Mies-Grantham motioned to appoint commissioner Karen Otta to be the Board Treasurer. Motion was seconded by commissioner Paul Highfill. President Rob Mills asked the commissioners for their votes. Commissioner Karen Otta voted YES; Commissioner Paul Highfill voted YES; Commissioner Glen Morris voted YES; Commissioner Sandra Mies-Grantham voted YES and President Rob Mills voted YES. Motion passed with 5 YES votes and 0 NO votes.

Announcements/Public Comments:

President Rob Mills asked if there are any announcements. Commissioner Karen Otta had no announcement; Commissioner Glen Morris had no announcement; Commissioner Sandra Mies-Grantham had no announcement; Commissioner Paul Highfill shared the information he received from the Post Master that the Seal Rock Post Office will permanently close after October 31, 2021. Office staff is working with the Waldport Post Master for the District to have a mailbox close to the administrative office. Manager Joy King announced that the District received a letter from Jay Senn notifying the District that he is resigning from the budget committee. General Manager, Adam Denlinger announced that he will be away from the office the week of July 12 through July 23. President Rob Mills had no announcement.

Public Comments:

Bill Gray, a member of the public in attendance had no comment.

Consent Calendar:

Items on the consent calendar are June/July 2021 Invoices List; June 10, 2021 Regular Board Meeting Minutes; June/July Financial Report/Invoices List for approval; Business Oregon IFA Disbursement Request No. 33; USDA Phase IV PMR No. 13; Contractor's Pay Request No. 13; and General Manager's Report. President Rob Mills asked if each commissioner has reviewed the items on the consent calendar. Commissioner Karen Otta answered YES; Commissioner Glen Morris answered YES; Commissioner Sandra Mies-Grantham answered YES; Commissioner Paul Highfill answered YES; and President Rob Mills answered YES. Commissioner Karen Otta motioned to approve the consent calendar. Commissioner Glen Morris seconded the motion. President Rob Mills asked the commissioners for their votes. Commissioner Karen Otta voted YES; Commissioner Paul Highfill voted YES; Commissioner Glen Morris voted YES; Commissioner Sandra Mies-Grantham voted YES; and President Rob Mills voted YES. Motion passed with 5 YES votes, and 0 NO votes.

Discussion and Information Items:

Source Water Project Update:

The project tour of the intake site and the water treatment plant that took place before the meeting was a success and well attended. Atty Jeff Hollen commented that the tour was very informative and it was good to see the project in person. The construction project is moving along but will not be completed on time.

65 **Decision Items:**

66 **Abstract of Votes:**

67 The District received from Lincoln County Clerk the Abstract of Votes of the May 18, 2021 election showing the number of
68 votes for each commissioner who was elected as Seal Rock Water District Board of Commissioners.
69 Commissioner Sandra Mies-Grantham motioned to accept the Abstract of Votes of the May 18, 2021 election.
70 Commissioner Karen Otta seconded the motion. President Rob Mills asked the commissioners for their votes.
71 Commissioner Karen Otta voted YES; Commissioner Paul Highfill voted YES; Commissioner Glen Morris voted YES;
72 Commissioner Sandra Mies-Grantham voted YES; and President Rob Mills voted YES. Motion passed with 5 YES votes,
73 and 0 NO votes.
74

75 **General Service Agreement**

76 **Water Planning Coordination Services:**

77 This service contract is with Alexandria Scott who serves as the Water Planning Coordinator of the Mid-Coast Water
78 Planning Partnership (MCWPP). The contract will extend her services through September 2021. The contract could be
79 amended later to extend her services beyond September 2021 if funds from Oregon Water Resources Department (OWRD)
80 become available. Commissioner Karen Otta motioned to extend the General Services Agreement with Alexandria Scott
81 through September 2021. Commissioner Glen Morris seconded the motion. Discussion: The risk of losing Miss Scott was
82 discussed. The GM explained that the agreement obligates her to complete the work. The MCWPP has hired Creative
83 Resources Strategies, LLC the consultants who are putting together the results of the study that will be completed at end of
84 December. Miss Scott is also seeking grant funding from other agencies to fund her services until the study is completed.
85 President Rob Mills asked the commissioners for their votes. Commissioner Karen Otta voted YES; Commissioner Paul
86 Highfill voted YES; Commissioner Glen Morris voted YES; Commissioner Sandra Mies-Grantham voted YES; and
87 President Rob Mills voted YES. Motion passed with 5 YES votes, and 0 NO votes.
88

89 **Reports, Comments, and Correspondence:**

90 The GM will be out of the office for 2 weeks beginning July 15. For part of that time, he will be working at home remotely. In
91 his absence Brad Wynn will be the lead for operations and Joy King will be the lead for admin.

92 The Consumer Confidence Report (CCR) has been completed, filed, and certified with the state. It is available online on the
93 district's website for everyone to access at www.srwd.org/report.

94 On June 28, 2021, Lincoln County declared a drought emergency. The Siletz River flow is about 50% lower than normal
95 and Beaver Creek flow is also lower than normal. The Mid-Coast Water Conservation Consortium (MCWCC) sent out a
96 notice to conserve water. Right now it is not mandatory but if the drought condition becomes worst it might be necessary to
97 issue a water curtailment notice. The district is working closely with OWRD and MCWCC to determine if a curtailment
98 notice is needed.
99

100 **Executive Session per ORS 192.660(2)(h):**

101 President Rob Mills recessed the regular board meeting at 4:40 p.m. to meet in Executive Session, pursuant to ORS
102 192.660(2)(h); To consult with legal counsel concerning the legal rights and duties of a public body with regards to current
103 litigation or litigation likely to be filed. Representatives of the news media and designated staff shall be allowed to attend the
104 executive session. All other members of the audience are asked to leave the room. Representatives of the news media are
105 specifically directed not to report on any of the deliberations. No final decisions shall be made in Executive Session.
106

107 **Reconvened Regular Board Meeting:**

108 President Rob Mills adjourned the executive session at 5:10 p.m. and reconvened the regular board meeting.
109 It was motioned by Commissioner Glen Morris to authorize the GM, Adam Denlinger to enter into arbitration with R & G
110 Excavating, Inc. regarding time extension and additional compensation under the condition and stipulation that the District
111 does not concede that a claim has been filed. Commissioner Karen Otta seconded the motion. President Rob Mills asked
112 the commissioners for their votes. Commissioner Karen Otta voted YES; Commissioner Paul Highfill voted YES;
113 Commissioner Glen Morris voted YES; Commissioner Sandra Mies-Grantham voted YES; and President Rob Mills voted
114 YES. Motion passed with 5 YES votes, and 0 NO votes.
115

116 **Adjournment:** Commissioner Glen Morris moved to adjourn the meeting. President Rob Mills adjourned the meeting at
117 5:17 p.m.
118

119 **Next Board Meeting:** August 12, 2021, at 4:00 p.m. Regular Board Meeting.
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127 _____
128 Approved by Board President Date:

Monthly Statistics		Comments				
Total customers	2635	Includes new connects Less Abandoned / Forfeited meter plus 3 SRWD meters (shop X 2 & office) plus 1 Hydrant meter				
New connections	1					
Reinstalls	0					
Abandonments/Forfeitures/Meter Removed	0					
Financial Report		Checking/MM	LGIP/PFMMA	Fund Balances	Comments	
General	\$399,370.53	\$17,479.64	\$416,850.17			
Bond	\$348,106.70	\$0.00	\$348,106.70			
Capital Projects	\$294,261.01	\$838,787.09	\$1,133,048.10		\$7,421,586 Interim Loan Proceeds	
Revenue Bond	\$2,719.78	\$20,054.09	\$22,773.87			
Rural Development Reserve	\$0.00	\$69,246.91	\$69,246.91			
Dist. Office/Shop Reserve	\$3,614.24	\$135,330.26	\$138,944.50			
Depreciation/SLARA Reserve	\$0.00	\$255,966.75	\$255,966.75			
SDC (formerly SIP)	\$0.00	\$591,347.13	\$591,347.13		\$1,131,658.50 SDC collections thru 7/31/2021	
Water Source Improvement Rsrv	\$0.00	\$547,230.14	\$547,230.14			
TOTALS	\$1,048,072.26	\$2,475,442.01	\$3,523,514.27			
General Fund Review		Current	FYTD	Budgeted Amount	Comments	
Revenue	\$225,892.40	225,892.40	\$2,746,800.00			
Expenses	\$148,578.57	148,578.57	\$2,746,800.00		Contingency \$100,000; Transfers \$173550; Total expenses budgeted \$1,930,630	
Net Gain or (Loss) from Operations	\$77,313.83	\$77,313.83				
Water Sales Revenue Comparison		Month	FYTD	Comments		
Water Sales Current Year	\$209,441	\$209,441		Leak Adjustments & Billings Adjustments (YTD = July - June)		
Actual+In Lieu of Water Sales Less H2O CR	\$214,443	\$214,443		Less Billing Adj YTD \$0.00; Leak Adj/Write off YTD -\$2.56		
Water Sales Prior Year	\$156,952	\$156,952		TOTAL YTD ADJUSTMENTS -\$2.56		
Actual+In Lieu of Water Sales Less H2O CR	\$161,952	\$161,952				
Over or (Under)	\$52,488.75	\$52,488.87				
Gallage Comparison		Current	Prior Year	Cost Companson	Current	Prior Year
Gallons Purchased	11,420,079	16,147,000	Toledo Charges	\$63,993.22	\$59,259.50	
Gallons Sold (includes accountable loss & intertie)	10,458,965	12,780,384	SRWD Sales	\$209,440.88	\$156,951.96	
Variance %	8.42%	20.85%	Ratio: Sales/Cost	3.27	2.65	
City of Newport Intertie Usage	79					
Gallons from Toledo Master Meter	11,795,000	6/11-7/12/21	Toledo Master Meter Readings read by SRWD field crew			
Total Gallons Accounted	10,409,954		From flushing, leaks, CL2 Analyzer, & fire hydrant use & R&G			
Total Gallons Unaccounted	1,385,125					
Water Loss Percentage	11.74%					
Approval To Pay Bills		Payroll 7/2/2021 \$21,877.64	Payroll 7/16/2021 \$23,325.88	Payroll 7/30/2021 \$20,325.90		
Month of:	July (after meetings)	August				
	GF A/P \$10,757.07	GF A/P \$84,078.13	up to 8/8/2021			
	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				
	\$0.00	Water Rights Assistance \$1,440.50				
	MP - Phase 4 (IFA) \$0.00	MP - Phase 4 (IFA) \$0.00				
	MP- Phase 4(USDA) \$0.00	MP- Phase 4 (USDA) \$260,491.37				
	MCWPP \$0.00	MCWPP \$6,148.25				
	MCWCC \$0.00	MCWCC \$0.00				
Monthly Accrual Statistics		Beg. Balance	Accrued	Used/Paid	Balance	
	6/30/2021				7/31/2021	
Office Overtime Hours (2-01)	0.00	0.00	0.00	0.00	0.00	
Field Overtime Hours (2-02)	0.00	4.00	4.00	0.00	0.00	
PTO (3-01)	2967.98	152.68	180.50	2940.16		
Comp Time (8-01 / 8-02)	110.96	30.89	45.00	96.85		

OBDD Disbursement Request										
business oregon.	Recipient:		Seal Rock Water District					Project Number:		S18011
	Project Name:		Water Intake, Treatment and Transmission					Request Number:		34
	Funding Programs:		Safe Drinking Water Revolving Loan Fund					Final Draw?		<input type="radio"/> Yes <input checked="" type="radio"/> No
	Reporting Period:		June 1	to	June 30, 2021					

(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	\$1,202,930		\$138,443					\$1,202,930
Construction	1,951,000	1,951,000			8,702,971	4,803,748	186,451	3,712,772	6,941,199
Labor Standards	15,000	11,250		3,750					11,250
Pre-award: Consultant, Legal	95,014	95,014							95,014
Project Management	15,000	15,000							15,000
Land, Easements, ROW					477,115	477,115			477,115
Geotechnical Evaluations	26,675	26,675			24,302	24,302			50,977
Permitting and Regulatory Fees					216,940	216,940			216,940
Consultant/Legal/Admin	36,938	36,938			158,943	113,943	4,222	40,778	155,103
Interim Loan/Refinancing					1,570,914	1,319,324		251,590	1,319,324
Engineering-Construction Mgmt					1,101,000	749,944	58,289	292,767	808,233
Tree Clearing					13,785	13,785			13,785
Contingency					329,356			329,356	
Const.- Electrical, Testing, PRV					243,489	231,960	11,529		243,489
Construction-Membrane					858,685	678,948		179,737	678,948
Total	\$3,481,000	\$3,338,807		\$142,193	\$13,697,500	\$8,630,009	\$260,491	\$4,807,000	\$12,229,307

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

General Manager	8/13/2021
Authorized Signature & Title	Date
Office Manager	8/13/2021
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

c:\nsoffice\excel\guide21		BEAVER CREEK SOURCE WATER PROJECT-Phase IV			OR Instruction 1780 Modified OR Guide 21			
PROJECT MONITORING REPORT		1. Type of Request		2. Report No. 14		updated 7-17-2020		
		Final <input type="checkbox"/> Partial <input checked="" type="checkbox"/>						
3. REPORT PERIOD		4. BORROWER INFORMATION						
Ending 07/31/2021		Name: Seal Rock Water District						
		Address: 1037 NW Grebe Street, Seal Rock, OR 97376						
BUDGET ITEMS		STATUS OF BUDGET						
(All entries under Column "b" must be justified with an attachment) (All entries under column "e" must be documented with an attached invoice)		(a)	(b)	(c)	(d)	(e)	(f)	(g)
		Budgeted Amounts (from LOC)	Budget Change	Revised Budget	Previous Total	This Period	TOTAL (d)+(e)	Remaining Balance (c)-(f)
a. Engineering- Design		\$947,000	\$91,000	\$1,038,000	\$1,037,163		\$1,037,163	\$837
b. Engineering- Membrane Pre-purchase		\$35,000	\$2,990	\$37,990	\$37,990		\$37,990	\$0
c. Engineering- Bid Services		\$45,000	\$0	\$45,000	\$44,997		\$44,997	\$3
d. Engineering- Basic Engineering		\$380,000	\$27,800	\$407,800	\$407,800		\$407,800	\$0
e. Engineering- Project Inspection		\$0	\$403,200	\$403,200	\$170,518	\$41,995	\$212,513	\$190,687
f. Engineering- Start Up		\$20,000	\$10,000	\$30,000	\$0		\$0	\$30,000
g. Engineering- Software Development		\$0	\$215,000	\$215,000	\$126,628	\$16,294	\$142,922	\$72,078
h. Legal Services/Land Purch. (easements)		\$400,000	\$77,115	\$477,115	\$477,115		\$477,115	\$0
i. Geotechnical Site Investigation		\$51,000	\$0	\$51,000	\$50,977		\$50,977	\$23
j. Surveying		\$26,000	\$3,962	\$29,962	\$29,962		\$29,962	\$0
k. Permitting		\$170,000	\$46,940	\$216,940	\$216,940		\$216,940	\$0
l. Archeological		\$40,000	\$0	\$40,000	\$0		\$0	\$40,000
m. Bond counsel Services		\$80,000	-\$32,500	\$47,500	\$42,500		\$42,500	\$5,000
n. Interim Interest & Expense		\$360,000	\$0	\$360,000	\$109,410		\$109,410	\$250,590
o. Admin/Legal		\$12,000	\$33,703	\$45,703	\$41,481	\$4,222	\$45,703	\$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	-\$983,501	\$322,499	\$0		\$0	\$322,499
s. Additional IFA Services		\$0	\$368,558	\$368,558	\$323,969		\$323,969	\$44,589
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	\$1,687,971	\$10,653,971	\$6,655,370	\$186,451	\$6,841,821	\$3,812,150
2. Westech- Membrane Purchase		\$922,000	-\$23,315	\$898,685	\$718,948		\$718,948	\$179,737
3. Other - Electrical at Intake/WTP.		\$0	\$202,422	\$202,422	\$202,422		\$202,422	\$0
4. Other-Compaction Test		\$0	\$38,494	\$38,494	\$26,965	\$11,529	\$38,494	\$0
5. Other- 98th St. PRV Calibration			\$5,210	\$5,210	\$5,210		\$5,210	\$0
x. TOTAL PROJECT COST		\$15,376,500	\$1,802,000	\$17,178,500	\$11,968,816	\$260,491	\$12,229,307	\$4,949,193
y. Funding Allocation								
1) Business Oregon Loan/Grant		\$3,481,000	\$0	\$3,481,000	\$3,338,807	\$0	\$3,338,807	\$142,193
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	\$5,781,009	\$260,491	\$6,041,500	\$507,500
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	\$11,968,816	\$260,491	\$12,229,307	\$4,949,193
aa. Percentage of Completion					70%	2%	71%	29%
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:			
		Adam Denlinger, General Manager			8/12/2021			
					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:			
		Jay DeLapp, Area Loan Specialist			Telephone:			
					(541) 801-2682			



Contractor's Application for Payment No. 14

Application Period: 6/26/21 to 7/25/21		Application Date: 8/3/2021
To Seal Rock Water District (Owner):	From R&G Excavating, Inc. (Contractor):	Via (Engineer): Jacobs Engineering Group
Project: Phase IV Beaver Creek Water Supply Seal Rock, Oregon	Contract: Phase IV Beaver Creek Water Supply	
Owner's Contract No.: D3362301	Contractor's Project No.: 2003	Engineer's Project No.: D3362301

**Application For Payment
Change Order Summary**

Approved Change Orders		
Number	Additions	Deductions
1	\$0.00	\$0.00
2	\$3,372.86	\$0.00
3	\$0.00	\$60,524.00
4	\$9,199.49	\$0.00
5	\$0.00	\$6,849.36
6	\$0.00	\$4,972.47
7	-	-
8	\$23,744.84	\$0.00
TOTALS	\$36,317.19	\$72,345.83
NET CHANGE BY CHANGE ORDERS	-\$36,028.64	

1. ORIGINAL CONTRACT PRICE.....	\$	\$10,690,000.00
2. Net change by Change Orders.....	\$	-\$36,028.64
3. Current Contract Price (Line 1 ± 2).....	\$	\$10,653,971.36
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$	\$7,201,916.17
5. RETAINAGE:		
a. 5% X \$ 6,213,427.81 Work Completed.....	\$	\$310,671.39
b. 5% X \$ 988,488.36 Stored Material.....	\$	\$49,424.42
c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$360,095.81
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$6,841,820.36
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$6,655,369.78
8. AMOUNT DUE THIS APPLICATION.....	\$	\$186,450.58
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$	\$3,812,151.00

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: 8/5/2021

Payment of:	\$	\$186,450.58	
			(Line 8 or other - attach explanation of the other amount)
is recommended by:		8/3/2021	
	Jennifer Koch, Project Engineer, Jacobs	(Date)	
Payment of:	\$	\$186,450.58	
			(Line 8 or other - attach explanation of the other amount)
is approved by:	Adam Denlinger, General Manager, Seal Rock Water District	(Date)	
is approved by:	Holly Halligan or Jay DeLapp, Loans Specialist, USDA-RD	(Date)	



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 August 12, 2021

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

PHASE-IV BEAVER CREEK SOURCE WATER PROJECT:

District staff and engineer along with funding partners from USDA-RD meet bi-weekly with R&G Excavating (Contractor) to discuss project schedule and status. Construction at the WTP site includes continued work to complete backwash basins and membrane building. Concrete masonry subcontractor has completed block wall construction of the membrane building and has begun construction of the electrical control building at the Beaver Creek intake site. Roofing trusses have been added to the construction of the membrane building.

Raw Water Intake Structure:

Cement pad for the pump station building has been completed. Final site grading and reseeded has been completed, subcontractor has begun the block wall construction. Erosion control BMPs continue in place and have been reestablished as some wet weather continues.



Beaver Creek Intake Pump Station Building and CMU Construction:

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

Adam Denlinger, General Manager

adenlinger@srwd.org

www.srwd.org

Membrane Water Treatment Plant:

The Contractor focused their efforts on continued rebar and concrete placement for the backwash basin. CMU subcontractor has completed construction of the membrane building.



Membrane Building Construction:

SEAL ROCK WATER DISTRICT ISSUES A STAGE 2 WATER CURTAILMENT NOTICE:

**On July 21, 2021, Gov. Brown declared a drought emergency
in Lincoln County, water curtailment is needed.**

Why issue a Stage 2 Advisory? Low streamflow is currently forecasted to continue in the Siletz River, a water source relied upon by the community of Seal Rock. In addition to impacting drinking water supplies, low streamflow can have significant impacts on farm, forest, recreation, and natural resources sectors.

What does this mean for our water supply? Currently, the Siletz River is flowing at a critical low level of 100 Cubic Feet Per Second (CFS) due to drought conditions. As such, subject to the district's Water Management and Conservation Plan (WMCP) the district is now issuing a Stage 2 water curtailment notice to alert the community regarding conditions that affect our county.

What will happen if the drought continues? If drought conditions continue to worsen, we will need to implement additional water curtailment measures. We will be monitoring our water supply and we will keep you informed about the status of our water supply throughout the summer.

Conservation will help our water supply go further. Water conservation is important every summer, but even more so during a drought. During the dry season, water use spikes because of landscape irrigation and the influx of visitors. In some areas, summer water use is more than twice the amount used in winter! That is why we are encouraging everyone to do their part to conserve water. The more we can conserve, the better our chances of avoiding the need for further water curtailment actions.

How you can help: Everyone in our community has a role to play in conserving our water resources—from residents and businesses to visitors. Here are some ways you can help:

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

Adam Denlinger, General Manager

adenlinger@srwd.org

www.srwd.org

- Minimize outdoor irrigation. If irrigation is necessary, please do so during the hours of 10:00 pm and 8:00 am.
- Refrain from washing cars (except at commercial establishments that recycle or reuse water in the cleaning process), equipment, and impervious surfaces, such as pavement.
- Refrain from filling pools and ponds.
- Avoid nonessential uses of water for such activities as recreation, remodeling, construction, and cleaning, unless absolutely necessary for public health or safety.

For more information regarding water conservation, please visit the district's website at www.srwd.org.

Additional ways to conserve water in and around your home include:

- When washing dishes by hand, don't let the water run while rinsing.
- Adjust sprinklers so only your lawn is watered and not the house, sidewalk, or street.
- Run your clothes washer and dishwasher only when full. You can save up to 1,000 gallons a month.
- Choose shrubs and groundcovers instead of turf for hard-to-water areas.
- Check your faucets, toilets, and irrigation systems for leaks.
- Turn off the water while brushing your teeth and save 25 gallons a month.
- Install covers on pools and spas and check for leaks around your pumps.
- Use the garbage disposal sparingly. Compost vegetable food waste instead.
- Monitor your water bill for unusually high use. And sign up for the My Water Usage Customer Portal.
- Water your lawn and garden in the early morning or late evening to minimize evaporation.
- Know where your master water shut-off valve is located.
- Install an instant water heater near your kitchen sink.
- Turn off the water while you wash your hair to save up to 150 gallons a month.

OTHER NOTABLE ACTIVITIES FOR THE MONTH INCLUDE:

-
- Attended on-site Beaver Creek water quality and flow monitoring field data collection.
 - Reviewed several Requests for Information (RFI's) for the Beaver Creek Project.
 - Attended meetings related to water treatment plant operational software.
 - Attended the Mid-Coast Water Conservation Consortium Meetings.
 - Reviewed documents for stage-2 water curtailment advisory.
 - Attended video conferences with engineers, contractors, and USDA to discuss submittals and schedule for work on the Beaver Creek Source water project.
 - Attended SDAO Conference Committee meeting.
 - Hosted SRWD safety/staff meeting.



Mid-Coast Water Planning Partnership

Proposal for Phase 2 Community Engagement

Prepared by:

Oregon's Kitchen Table
The National Policy Consensus Center
Mark O. Hatfield School of Government
Portland State University

Wendy Willis, Director
Sarah Giles, Project Manager



Background

In late fall 2018, the Mid-Coast Water Planning Partnership (the Partnership), in collaboration with Oregon’s Kitchen Table, conducted a public engagement process to gather input from people who work in, live in, own a business in, or often visit Oregon’s Mid-Coast (from Cascade Head to Cape Perpetua) about their knowledge, values, and beliefs about water and the future of water in the region. This effort was also intended to lay some of the groundwork for future engagement activities by the Partnership as it made more specific policy choices to ensure adequate water supplies for water systems and local industry while supporting healthy fish and wildlife populations.

Since that time, the Partnership has been working to create a long-term vision for water management in the region and identify priorities for implementation. Now, the Partnership is ready to enter into phase II of the engagement efforts as it prepares to finalize the plan and move towards implementation.

Project Scope

Oregon’s Kitchen Table (OKT), a program of the National Policy Consensus Center (NPCC) at Portland State University, proposes to collaborate with the Mid-Coast Water Planning Partnership (the Partnership) in a community engagement project that solicits input and feedback from residents of Mid-Coast communities regarding the actions the Partnership has identified to meet current and future water needs of the Mid-Coast region. The goals of this Phase 2 of community engagement will be: 1. Follow up with the group of people who participated in Phase 1; 2. focus engagement activities on communities who traditionally have been excluded from decision-making processes, including the Confederated Tribes of Siletz Indians, the local Latinx and Indigenous populations, industrial water users, and tourism industry in the region.

NPCC recommends utilizing an online consultation in English and Spanish via Oregon’s Kitchen Table (with paper versions of the same consultation questions where necessary) in combination with culturally / community specific in-person events with partner organizations and culturally specific community organizers. We also recommend utilizing the outreach planning that was developed during Phase 1 as a foundation for outreach for this Phase and also reconnecting with participants from Phase 1 who provided their email address to re-engage them in Phase 2 (~400 people).

OKT will also work with partner organizations to focus on outreach to specific communities, including: the Confederated Tribes of Siletz Indians, the local Latinx and Indigenous populations, industrial water users, and tourism industry.

Questions or topics posed in both the listening sessions and the statewide online survey would be jointly developed with OKT staff and the Partnership. OKT will provide outreach advice and



guidance as well as connecting to those who participated in Phase 1; the Partnership and its members will be responsible for conducting additional outreach.

OKT staff would:

- Work with the Partnership to identify potential community connectors and organizations for outreach and structuring in-person (or virtual) listening sessions
- Conduct 5-7 assessment interviews with community connectors and individuals who are part of or directly serve Latinx and Indigenous community members, the Siletz Tribe, industrial water users, and the tourism industry. Assessment interviews will help inform project design, particularly in determining preferred formats or activities for engagement (e.g. listening sessions or survey or other form), timing of engagement activities, outreach channels, and community organizers.
- Design and facilitate virtual or in-person listening sessions (4 sessions)
- Coordinate public outreach activities with the Partnership
- Work with the Partnership to develop questions and trade-offs for online survey and other types of engagement activities
- Program and manage online / paper survey tool in English and Spanish
- Facilitate or manage other forms of engagement, depending on community's preference
- Prepare and deliver a summary report summarizing the input people shared throughout the project and highlighting common themes that emerge

Oregon's Kitchen Table

The National Policy Consensus Center (NPCC) and NPCC's Oregon's Kitchen Table are housed within the Hatfield School of Government at Portland State University.

Oregon's Kitchen Table was created as a piece of permanent civic infrastructure to bring all Oregonians to the table. It is the creation of the Hatfield School, Kitchen Table Democracy and a group of non-partisan, non-profit community organizations dedicated to helping Oregonians have a voice - to share their ideas, opinions, beliefs, and resources in improving Oregon and its communities. It creates simple, easy-to-use platforms (online and in person) for statewide public engagement, promotes in-depth public engagement with the tough trade-offs and challenges decision makers confront in governing our state, provides leaders with high-quality feedback on issues that matter to Oregonians, increases Oregonians' interest in participating in local, regional, and statewide decision making, and empowers citizens and decision-makers to communicate and work together in a fact-based, civil, and creative way. Using culturally specific and targeted outreach, Oregon's Kitchen Table has a particular focus on hearing from Oregonians who have been left out of traditional engagement processes.

Oregon's Kitchen Table has been used at the state, local and regional levels to gather input from a wide variety of Oregonians to decisions on a range of topics, including housing, future visioning, budgeting priorities, and educational equity. Oregon's Kitchen Table is committed to engaging community members from all walks of life – particularly communities that typically have not been represented or engaged in public processes - to achieve deep engagement. Oregon's Kitchen Table works with organizers, translators, and interpreters to ensure that both materials and online and in-person consultations are available for non-native English speakers and people of all reading abilities.

Project Components and Timeline

Typically, one of our projects that includes all these components spans approximately three or four months from beginning (planning and design) to end (report). OKT will work with you to determine which components make the most sense for your project.

Project Planning and Design (August - September 2021)

1. OKT and Partnership refine desired outcomes
2. OKT staff and Partnership identify potential community connectors and organizations from the Latinx and Indigenous communities, the Siletz Tribe, industrial water users, and the tourism industry.
3. OKT conducts 5-7 interviews with individuals and community connectors
4. OKT staff and Partnership adapt outreach plan from Phase 1
5. OKT staff and Partnership develop questions and trade-offs for all engagement activities

Online survey (September - October 2021)

1. Questions are submitted for plain-language review and then translated into Spanish
2. OKT staff program and manage the detailed online consultation through Oregon's Kitchen Table in English and Spanish
3. Partnership conducts outreach to invite people to participate through the Oregon's Kitchen Table online tool (open 4 weeks); OKT reconnects to participants from Phase 1 who provided emails to follow up with Phase 2

Listening Sessions (September - October 2021)

1. OKT and Partnership conduct outreach to invite culturally specific community connectors and organizations from Latinx and Indigenous communities, Siletz Tribe, and small businesses to participate in engagement activities
2. OKT will facilitate approximately 4 listening sessions or other activities as identified during planning and design part

Summary Report (November - December 2021)

1. OKT will prepare and present a report summarizing all the input from online surveys and listening sessions or other engagement activities to Partnership
2. Report will be posted on Oregon's Kitchen Table's website and distributed to participants

Estimated Costs*

Description	Total
Project Planning, Assessment, and Design	
Interviews with community organizations and connectors	\$1,000

Design and plan virtual listening sessions or other engagement activities for Latinx and Indigenous community members, Siletz Tribal members, and small business owners	\$2,000
Outreach advising	\$1,000
Virtual Listening Sessions	
Facilitate 4 60 minute listening sessions (including travel and meeting costs)	\$4,000
Conduct outreach and coordination with community organizers	\$1,000
Online Survey	
Consultation design, programming and translation in plain language English and Spanish	\$2,000
Oregon's Kitchen Table Consultation Instrument management and paper survey integration	\$1,500
Project Report	
Report from both listening sessions (or other engagement activities) and online statewide survey (including translation in plain language English and Spanish)	\$2,000
Other	
PSU Overhead (21%)	\$500
Total	\$15,000

Conclusion

We hope this gives you some sense of the scope of the work, timeline, and cost. We would welcome the opportunity to discuss this proposal further and adapt it as necessary.



EXECUTIVE ORDER NO. 21-25

DETERMINATION OF A STATE OF DROUGHT EMERGENCY IN COOS, LANE, AND LINCOLN COUNTIES DUE TO LACK OF PRECIPITATION, HIGH TEMPERATURES, AND LOW STREAMFLOW.

At the request of Coos County (by Resolution 21-06-122L dated June 22, 2021), Lane County (by Order No. 21-06-22-10 dated June 22, 2021), and Lincoln County (by Order No. 6-21-204 dated June 28, 2021), and based on the recommendations of the Drought Readiness Council and the Water Supply Availability Committee, and pursuant to ORS 536.740, I find the lack of precipitation, high temperatures, and low streamflow have caused or will cause natural and economic disaster conditions in these three counties.

Forecasted water supply conditions and precipitation levels are not expected to improve this summer. Drought is likely to have a significant economic impact on the farm, ranch, recreation, and natural resources sectors, as well as an impact on drinking water, fish and wildlife, and other natural resources dependent on adequate precipitation, stored water, and streamflow in these areas. Extreme conditions are expected to affect local growers, increase the potential for fire, shorten the growing season, and decrease water supplies.

Conditions continue to be monitored by the State's natural resource and public safety agencies, including the Oregon Water Resources Department, the Oregon Office of Emergency Management, the Oregon Office of the State Fire Marshal, and the Oregon Department of Forestry's Fire Protection Division.

Preparation and resiliency to drought are vital to the health and safety of persons, property, and the economic security of the citizens and businesses of these counties. I, therefore, declare that a severe, continuing drought emergency exists and is likely to continue to exist in Coos, Lane, and Lincoln Counties.

NOW, THEREFORE, IT IS HEREBY DIRECTED AND ORDERED:

- I. The Oregon Department of Agriculture is directed to coordinate and provide assistance in seeking federal resources to mitigate drought conditions and assist in agricultural recovery in Coos, Lane, and Lincoln Counties.
- II. The Oregon Water Resources Department and the Water Resources Commission are directed to coordinate and provide assistance to water users in Coos, Lane, and Lincoln Counties as the Department and Commission determine necessary and appropriate in accordance with ORS 536.700 to 536.780.

Office of the Governor State of Oregon



EXECUTIVE ORDER NO. 21-25 PAGE TWO

- III. The Oregon Water Resources Department is directed to seek information from the Oregon Department of Fish and Wildlife to help understand the impacts of water availability on Oregon's fish and wildlife, as necessary and appropriate in accordance with ORS 536.700 to 536.780.
- IV. The Office of Emergency Management is directed to coordinate and assist as needed with assessment and mitigation activities to address current and projected conditions in Coos, Lane, and Lincoln Counties.
- V. All other state agencies are directed to coordinate with the above agencies and provide appropriate state resources as needed to assist affected political subdivisions and water users in Coos, Lane, and Lincoln Counties.
- VI. This Executive Order expires on December 31, 2021.

Done at Salem, Oregon, this 21st day of July, 2021

Kate Brown

Kate Brown
GOVERNOR

ATTEST:

Shemia Fagan

Shemia Fagan
SECRETARY OF STATE





Seal Rock Water District Issues a Stage No. 2 Water Curtailment Advisory



On July 21, 2021, Gov. Brown declared a drought emergency in Lincoln County, water curtailment is needed.

Why issue a Stage 2 Advisory? Low streamflow is currently forecasted to continue in the Siletz River, a water source relied upon by the community of Seal Rock. In addition to impacting drinking water supplies, low streamflow can have significant impacts on farm, forest, recreation, and natural resources sectors.

What does this mean for our water supply? Currently, the Siletz River is flowing at a critical low level of 100 Cubic Feet Per Second (CFS) due to drought conditions. As such, subject to the district’s Water Management and Conservation Plan (WMCP) the district is now issuing a Stage 2 water curtailment notice to alert the community regarding conditions that affect our county.

What will happen if the drought continues? If drought conditions continue to worsen, we will need to implement additional water curtailment measures. We will be monitoring our water supply and we will keep you informed about the status of our water supply throughout the summer.

Conservation will help our water supply go further. Water conservation is important every summer, but even more so during a drought. During the dry season, water use spikes because of landscape irrigation and the influx of visitors. In some areas, summer water use is more than twice the amount used in winter! That is why we are encouraging everyone to do their part to conserve water. The more we can conserve, the better our chances of avoiding the need for further water curtailment actions.

How you can help: Everyone in our community has a role to play in conserving our water resources – from residents and businesses to visitors. Here are some ways you can help:

- Minimize outdoor irrigation. If irrigation is necessary, please do so during the hours of 10:00 pm and 8:00 am.
- Refrain from washing cars (except at commercial establishments that recycle or reuse water in the cleaning process), equipment, and impervious surfaces, such as pavement.
- Refrain from filling pools and ponds.
- Avoid nonessential uses of water for such activities as recreation, remodeling, construction, and cleaning, unless absolutely necessary for public health or safety.

For more information regarding water conservation, please visit the district’s website at www.srwd.org.

Additional ways to conserve water in and around your home include:

- When washing dishes by hand, don't let the water run while rinsing.
- Some refrigerators, air conditioners and ice-makers are cooled with wasted flows of water. Consider upgrading with air-cooled appliances for significant water savings.
- Adjust sprinklers so only your lawn is watered and not the house, sidewalk, or street.
- Run your clothes washer and dishwasher only when full. You can save up to 1,000 gallons a month.
- Choose shrubs and groundcovers instead of turf for hard-to-water areas.
- Check your faucets, toilets, and irrigation systems for leaks.
- Turn off the water while brushing your teeth and save 25 gallons a month.
- Install covers on pools and spas and check for leaks around your pumps.
- Use the garbage disposal sparingly. Compost vegetable food waste instead.
- Monitor your water bill for unusually high use. And sign up for the My Water Usage Customer Portal.
- Water your lawn and garden in the early morning or late evening to minimize evaporation.
- Know where your master water shut-off valve is located.
- Install an instant water heater near your kitchen sink.
- Turn off the water while you wash your hair to save up to 150 gallons a month.

Please sign up for the My Water Usage Customer Portal.

View your water use & set up alerts to be notified for high or abnormal water usage.

- Monitor your water usage by creating an account through our customer portal at <https://bit.ly/mywaterusage> or go to our website www.srwd.org and click on the Be In The Know Monitor Your H2O My Water Usage Customer Portal logo.

To sign up all you need is your account number and your service address exactly as it appears on your paper bill or on your Xpress Bill Pay account.

Please note that the My Water Usage Customer Portal is different from Xpress Bill Pay. You cannot access the portal through Xpress Bill Pay.

- If you already have a My Water Usage Customer Portal account make sure you have a daily usage alert set up. This will help you as a customer conserve water & also help catch leaks.
- Want to check and see how much water you're using when you are irrigating and how often? Check your daily usage down to the hour. Irrigation systems can be set up incorrectly or get stuck in the on position.

Please contact us if you need help signing up or setting up Alerts and we will be happy to assist you.

Also, visit our website www.srwd.org for tutorials on how to sign up and how to use the portal.

Join us in preserving & protecting our environment.