

|

SEAL ROCK WATER DISTRICT  
Regular Board Meeting, Budget Hearing, and Rate Hearing  
Thursday, May 10, 2018 @ 4:00 pm  
1037 NW Grebe Street, Seal Rock 97376

**1. Call Regular Meeting to Order:**

**2. 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 (10) minutes.*

**3. Consent Calendar:**

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

- |  |                  |
|--|------------------|
| • Invoice List                                       | April/May – 2018 |
| • Board Minutes                                      | April 12, 2018   |
| • Budget Committee Meeting Minutes                   | April 19, 2018   |
| • Financial Report / Approve Invoices                | April/May – 2018 |
| • AMI Project Contractor's Payment Application No. 5 | May 10, 2018     |
| • USDA Phase-3 Project Monitoring Report #31         | April/May – 2018 |
| • General Manager's Monthly Report                   | April/May – 2018 |

**4. Discussion and Information Items:**

- Consider Primary Source Water Project Update  
Presented by: Adam Denlinger, General Manager

**5. Public Hearing:**

**Open the Public Hearing:**

- In accordance with ORS Chapter 264.312, conduct a public hearing to receive public testimony regarding proposed water rate adjustment FY 2018 - 2019.

**Close the Public Hearing.**

**Open the Public Hearing:**

- In accordance with ORS Chapters 294.453 and 294.456, conduct a public hearing to receive public testimony regarding the SRWD proposed 2018 – 2019 Budget.

**Close the Public Hearing.**

**6. Decision Items:**

- Consider Resolution 0518-01 authorizing the District to adopt a water rate increase for FY 2018 - 2019  
Presented by: Adam Denlinger, General Manager
- Oregon State Integrated Water Resources Strategy, Mid-Coast Water Planning Partnership update.  
Presented by: Adam Denlinger, General Manager

**7. Reports, Comments and Correspondence:**

- National Drinking Water Week "Protecting the Source" May 6<sup>th</sup> through the 12<sup>th</sup>.

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

- (e) To deliberate with persons designated by the governing body with regard to sale/purchase of real property.

**9. Adjournment: Next Meeting: June 14, 2018 @ 4:00 p.m. Regular Board Meeting or establish date.**

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	Amount Paid	Date Paid
<b>01-1310</b>						
JACOB &/OR SUMER BARCELO	041318	Refund Overpayment	04/13/2018	58.20	.00	
ROBERT & JUDY NORDBY TRU	042318	Refund Overpayment	04/23/2018	10.94	.00	
Total 01-1310:				69.14	.00	
<b>01-5060</b>						
SPECIAL DISTRICTS ASSOCIAT	17RM-102017-	Regional Risk Management Traini	04/26/2018	50.00	.00	
Total 01-5060:				50.00	.00	
<b>01-5200</b>						
STREAMLINE	97177	Streamline Monthly Member Fee	04/14/2018	200.00	.00	
Total 01-5200:				200.00	.00	
<b>01-5271</b>						
CENTURYLINK	042518	Toledo Pump Station SCADA	04/25/2018	74.94	.00	
PIONEER TELEPHONE COOPE	2220103	Telephone Services	05/01/2018	1,312.90	.00	
Total 01-5271:				1,387.84	.00	
<b>01-5291</b>						
PETTY CASH	043018	Postage	04/30/2018	38.65	.00	
US POSTAL SERVICE - SEAL R	042618	6 rolls stamps (forever 50 cents)	04/26/2018	300.00	.00	
US POSTAL SERVICE - WALDP	042518	Bulk Mailing	04/25/2018	896.24	.00	
Total 01-5291:				1,234.89	.00	
<b>01-5360</b>						
PETTY CASH	043018	Supplies for WPP Field Trip (11/30	04/30/2018	9.00	.00	
PETTY CASH	043018	Coffee for WPP Field Trip (11/30/1	04/30/2018	47.85	.00	
PETTY CASH	043018	Donuts for field training in newport	04/30/2018	20.97	.00	
Total 01-5360:				77.82	.00	
<b>01-5600</b>						
PETTY CASH	043018	Timber Supply Co. Trucks enterin	04/30/2018	60.00	.00	
Total 01-5600:				60.00	.00	
<b>01-5610</b>						
CENTRAL LINCOLN P.U.D	042018	Utility Services x 15	04/20/2018	2,615.08	.00	
Total 01-5610:				2,615.08	.00	
Grand Totals:				5,694.77	.00	

*[Handwritten signature]*

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
-------------	----------------	-------------	--------------	--------------------	-------------	-----------

Dated: 4-30-2018

General Manager: A. Dunbar

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

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

Report Criteria:

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

**SEAL ROCK WATER DISTRICT  
MINUTES OF THE  
Regular Board Meeting  
April 12, 2018**

4

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63

Call Regular Board Meeting: Board President John Garcia called the regular board meeting to order at 4:00 p.m., Thursday, April 12, 2018.

Present: John Garcia, Board President; Glen Morris, Treasurer; Sandra Mies-Grantham, Secretary; Karen Otta, Member. Staff: Adam Denlinger, General Manager; Joy King, Office Manager. See sign in sheet for public attendance.

Excused Absences: Commissioner Rob Mills.

Announcements: Joy King announced that the agenda has been revised to include the Budget Hearing and Rate Hearing on May 10, 2018 regular board meeting.

Public Comments: None

Agenda Calendar: Items on the consent calendar are Invoice Lists for March/April 2018; March 15, 2018 Board meeting minutes; March/April 2018 Financial Report/Invoices to approve; AMI Project Contractor's Payment Application No. 4; USDA Phase 3- Project Monitoring Report No. 30; General Manager's Report. Commissioner Glen Morris motioned to approve the consent calendar. Motion was seconded by Commissioner Karen Otta. Motion carried 4-0.

Discussion and Information Items:  
Primary Source Water Project Update:  
Easements: Jeff Hollen, District counsel reported that the Phelps easement has been recorded with the county. District staff, surveyor and legal counsel had a Tysman property site visit on March 24 to continue to negotiate a possible easement through their property. Before the Tysmans purchased the property, the previous owner granted easements to Wetlands Conservation which is very restrictive with regards to putting pipes through the property. The Wetland Conservation Project was funded by OWEB. There are two alternative routes to consider to bring water to the Makai site. Both routes each has its pros and cons to consider. One route is through the Tysman's property going through the old logging road called the Legacy Road to the Makai site which is the shorter route. To obtain the needed easement the District will have to negotiate with the Tysmans, Wetland Conservation and OWEB. The Tysmans don't want any trees cut or any roots disturbed. The Tysmans own a piece of land they want to sell. The District could purchase this land and deed it to Wetland Conservation as mitigation where the Wetland Conservation can grant the needed easement to the District. Another alternative is for the District to go through the Tysman's property and cut through Makai laying the pipes in the middle of Kona Road to the Makai tank site where the District already have easements and doesn't have to deal with the Wetlands Conservation. This route is considerably longer than going through the old Legacy Road. There are already other utility easements buried under Kona Road but in the corner of Kona and Estate Drive it is already crowded with all the buried utilities. Costs need to be considered before making decisions. The engineer will put together a cost comparison to help the board in making the decision as to which route to take.

Intake Easement:  
On April 3, Adam Denlinger, District staff; Jeff Hollen, District Counsel; Paul Berg, Engineer; and a Parriani Surveyor met with the property owner, Robert Young and his attorney, Mr. Bartulos at the intake site to answer the property owner's concerns. He is concerned about the noise, the lighting and where the building and its electrical will be located. All parties walked through the property and the surveyor marked 4 corners where the proposed building will be located. It is 8 feet above the intake site and trucks carrying chemicals to treat the water will be able to drive to the proposed building location using the old access road. The owner wants to see a diagram showing where the building would be from the intake site, the lighting, power and how much noise it will produce before he signs the easement agreement.

The engineer and the surveyor will put together the technical aspect of the intake site and the building to house the power and treatment plant.

5

Funding:

USDA considers applications for funding as completed when the Biological Assessment (BA) is completed and a "no effects" concurrence is received from approving agencies. The District has received "no effects" concurrence from EPA, ODFW, and SHPO for the Beaver Creek Source Water Project. The USDA deadline for this year's funding consideration was April 9 and the only concurrence that was needed was from National Marine Fisheries Service/National Oceanic and Atmospheric Service (NMFS/NOAA). On March 22 District staff, consultant team working on the draft Biological Assessment (BA) and representatives from USDA and DEQ met with a representative from NMFS to discuss their concerns as to what the impact would be of the Districts removal of 2 cfs from Beaver Creek as it relates to stream flow and temperature. NMFS was opposed to signing off the draft BA without more data and without their approval before April 9, the District will not qualify for funding before the May Federal USDA pooling cycle. NMFS representative was not willing to give a conditional approval of the draft BA and indicated that the District should go through the statutory 135-day review and consultation process. Because of this the District will not qualify for this year's funding cycle with USDA however, USDA will hold the application in administrative review and continue to work through the approval process to fund the project in the next budget cycle which is October 2018. The delay will place more pressure on the overall project schedule by as much as 6 months. Adam Denlinger, GM with the District counsel, Jeff Hollen met with the City of Toledo representatives and the City is willing to have an agreement beyond the October 2020 contract termination. They discussed the possibility of an agreement for both entities to provide water each way, when needed. The Board discussed that with the delay of USDA funding, it is important for the District to continue to fund the preliminary expenses for the Beaver Creek Source Water Project using its own funds which will be reimbursed when USDA funding is approved and released. Additional cost for hydrological evaluation to satisfy the concerns of NMFS would increase consultant cost between \$25,000 to \$30,000. Other costs that need to be funded are geotechnical evaluation and membrane procurement process. Commissioner Glen Morris motioned to continue to fund the Beaver Creek Source Water Project preliminary expenses using Capital Project and Source Water Reserve Funds to be reimbursed when USDA loan is approved and loan proceed is release. Commissioner Karen Otta seconded the motion. Motion carried 4-0. There was a discussion regarding using IFA loan/grant that has been approved. IFA funding condition is very specific that it would only fund the project when USDA funding is approved.

Water Rate Adjustment:

The District received a relatively small increase of 1.5% in the purchase of wholesale water from the District's source water provider and it is anticipated that the District can expect future increases. Staff provided four proposals/scenarios (see attached) that consider adjustments in the water usage rates and base rates for the Board to review and consider. The Board recommended to consider Proposal 4 rate adjustments to present at a public hearing in accordance with ORS 264.312. The rate hearing will be held at the conference room of the District office on May 10, 2018.

Next Board Meeting:

April 19, 2018 at 6:00 p.m. Budget Committee Meeting; May 10, 2018 at 4:00 p.m. Regular Board Meeting, Rate Hearing and Budget Hearing.

Adjournment:

Commissioner John Garcia adjourned the meeting at 5:40 p.m.

Approved by Secretary

Date

6

**SEAL ROCK WATER DISTRICT  
MINUTES OF THE  
BUDGET COMMITTEE MEETING  
April 19, 2018**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60

**Call Budget Committee Meeting to Order:** Commissioner Glen Morris called the Budget Committee meeting to order at 6:30 p.m. Thursday, April 19, 2018.

**Present:** Commissioner Glen Morris, Commissioner Karen Otta. Appointed Budget Committee members: Barry Compton, James Senn, Barbara Flewellyn, Tom Runyon. Staff: Joy S King, Office Manager; Adam Denlinger; General Manager. See sign in sheet for public attendance.

**Excused Absences:** Commissioner John Garcia, Commissioner Sandra Mies-Grantham, Budget Committee Member Deanna Gravel.

**Announcements:** The newly appointed Budget Committee member, Tom Runyon was introduced.

**Elect Presiding Officer:** Barry Compton nominated James Senn as the Presiding Officer of the Budget Committee Meeting. Commissioner Karen Otta seconded the nomination. Nomination carried 6-0.

**Read Budget Message:** The Budget Message for FY 2018-19 was read by the Budget Officer, Adam Denlinger. (see attached). The Presiding Officer, James Senn commended the Budget Officer for a well-done Budget Message.

**Amend/Approve Budget Document:** James Senn, Budget Committee Presiding Officer led the discussion in reviewing and amending the proposed budget for FY 2018-19, one page at a time and approved the budget by fund as follows:  
 Under General Fund:  
 Page 1, line 7 – Water Sales include \$5,000 increase in water rates. The wholesale rate from source water was increase by 1.5%.  
 Page 1, line 8 – New Service connections is estimated to be 17 services for \$25,500.  
 Page 1, line 12 – Sale of Equipment is \$5,000 for the old vac. truck.  
 Page 2, line 5 – Employees Benefits increased by 6% from the prior year due to an increase in health insurance premium.  
 Page 2, Line 6 – Employer Payroll Tax Expense decreased by 7% due to decreases in unemployment and workers' comp rates.  
 Page 2, lines 7, 8, and 9 – There's a slight increase to line items pertaining to employee training. There is a possibility for a staff to attend an outside of the state free tuition training but has to pay for travel and lodging expenses.  
 Page 2, line 12 – Professional Services increased by 10%. This includes Legal, Engineering, Auditor, technical support and other consultant expenses. Licensing for proprietary software has increased.  
 Page 2, line 14 – Office Supplies and Postage increased by 2%. There is a small increase in bulk mail and special rates.  
 Page 2, line 16 – Phone Expense. The District will upgrade the communication services of three pump stations from radio to DSL. The communication services of the administrative office will also be upgraded by using transferring service with Charter Communications due to availability of a faster internet connection. For the AMI project which is a cloud base system to work well, the District needs a much faster internet connection.  
 Page 2, line 25 – Office Equipment/Computer Hardware. The Administrative computers are 6 years old and need to be replaced with a newer model to be able to maximize the use of web based software and data for AMI.  
 Page 3, line 7 – Performance Award increased by \$1,500. There are three employees who are on the top of their wage scale and no longer eligible for step increases. This line item could be used to reward those with excellent performance as determined by the supervisor.

61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111  
112  
113  
114  
115  
116  
117  
118  
119  
120  
121

Page 3, line 11 – Water Purchase increased by 4% to reflect the increase in the whole sale rate for the first 6 months and another increase in the last six months of FY 2018-19.  
Page 3, line 12 – SRWD System Maintenance increase is for scheduled Driftwood and Lost Creek Reservoir inspection and cleaning, and 3 pump station upgrades.  
Page 3, line 15 – Replacement Meter/AMR/AMI System budget is for the AMR meters on South Bay Road that will not be replaced with AMI because of the location. The distance will create a problem communicating with the towers.  
Page 3, line 23 – Shop Equipment. The District needs a handheld meter reader that can be used to resolve issues that can't be resolved through the online cloud based AMI system.  
Page 3, line 26 – Building Upgrades budget is for maintenance of 8 pump stations.  
Page 4, line 7 – Depreciation Reserve Fund/SLARRA. \$84,000 is the amount required by USDA to replace short-lived assets and \$50,000 for vehicle rolling stock reserve.  
Page 5 is the summary page of General Fund pages 1 through 4.  
Commissioner Glen Morris motioned to approve the General Fund Budget from pages 1 through 5. Commissioner Karen Otta seconded the motion. Motion carried 6-0.

**Debt Service Fund:**

Page 6, line 8 – Taxes Necessary to Balance to pay the G.O. Bonds is \$716,360 and Taxes to Levy is \$770,300 to receive the \$716,360. This is due to discounts and taxes not collected.  
Page 6, lines 11 - 19 are the principal and interest payments for the 2011- 2016 G.O. Bond Issues.  
Page 6, lines 21 to 24 are principal and interest payments due in October and December 2019, before property taxes are received they are budgeted as Unappropriated Balance for the following year.

**Revenue Bond Reserve Fund:**

Page 7, line 4 – Transfer from General Fund. There are 2 debts that require to be paid from the revenue of the district.  
Page 7, lines 11, 14 and 16 are principal and interest payments for IFA and Cashmere Valley Bank loans.

**Capital Projects Fund:**

Page 8, line 7 – Interim Loan, Grants/G.O. Bond includes USDA grants and IFA grants for Beaver Creek Source Water Phase 4 Project.  
Page 8, line 8 – Loan Proceeds include Line of Credit from Cashmere Valley Bank for Beaver Creek Source Water Phase 4 Project.

**R.D. Requirement Reserve Fund:**

Page 9, line 5 – Is the annual transfer from the General Fund to comply with USDA requirement for the 2012 Revenue Bond.

**SLARRA/Depreciation Reserve Fund:**

A new name SLARRA (Short-lived Assets Replacement Reserve Account) has been added to this fund as required by USDA who carried the 2016 G.O. Bond long term loan that financed the Phase 3 Projects. The annual contribution is \$84,000. This reserve also holds the vehicle rolling stock to replace district vehicle.

**System Development Charges Fund:**

Page 12, line 7 – Staff estimated 16 new service connections for FY 2018-19 for \$58,728. Spending SDC collections has a restrictive guideline. This reserve could be used to fund an update to the Master Plan which was last updated in 2010 and an update to the Water Conservation Plan.

**Water Source & Distribution System Improvement Reserve Fund:**

Page 12, line 5 – Transfer of \$189,570 from General Fund has increased to fund the Beaver Creek Source Water Project. Commissioner Glen Morris motioned to move the Capital Outlay budget of \$200,000 from line 17 - City of Toledo Improvements to line 20 – SRWD System Improvements.

122 SRWD Land and Building Reserve Fund:  
 123 Page 13 – There is no transfer from General Fund to this Reserve. The fund could be  
 124 used to purchase a piece of land for the Phase 4 project water treatment site.  
 125 Approval of Budget  
 126 Document: Commissioner Glen Morris motioned to approve the FY 2018-19 Budget document with  
 127 changes on page 12, transferring \$200,000 from line 17 to line 20. Barry Compton  
 128 seconded the motion. Motion carried 6-0.  
 129 Approval of Permanent  
 130 Rate Limit and the  
 131 Exempt Bond Amount: Commissioner Glen Morris motioned to approve the Permanent Rate Limit for the General  
 132 Fund Operations as .1259 per \$1,000 of the total assessed value of the District, and the  
 133 Exempt Bond amount of \$770,300 as the ad valorem property taxes to be certified for  
 134 collection as of July 1, 2018. Motion seconded by commissioner Karen Otta. Motion  
 135 carried 6-0.  
 136  
 137 Adjournment: Commissioner Glen Morris adjourned the meeting at 8:35 p.m.  
 138  
 139  
 140 Next Meeting: Budget Hearing on May 10, 2018 at 4:00 p.m.  
 141  
 142  
 143  
 144  
 145  
 146  
 147

---

148 Approved by Secretary \_\_\_\_\_ Date \_\_\_\_\_



Monthly Statistics		Comments				
Total customers	2544	Includes new connection Less Abandoned / Forfeited meter plus 3 SRWD meters (shop X 2 & office) plus 1 Hydrant meter				
New connections	1					
Abandonments / Forfeitures / Meter Removed	0					
Financial Report		Checking/MM	LGIP/PFMA	Fund Balances	Comments	
General	\$359,536.50	\$16,556.36	\$376,092.86			
Bond	\$770,299.48	\$0.00	\$770,299.48			
Capital Projects	\$270,668.79	\$216,886.34	\$487,555.13	\$2,691,821.79 G.O. Bond Proceeds;		
Revenue Bond	\$2,710.34	\$48,689.31	\$51,399.65			
Rural Development Reserve	\$0.00	\$44,918.26	\$44,918.26			
2000 Loan Reserve	\$0.00	\$0.00	\$0.00			
Dist. Office/Shop Reserve	\$2,521.43	\$135,256.51	\$137,777.94			
Depreciation Reserve	\$0.00	\$209,849.12	\$209,849.12			
Special Projects / ODOT Reserve	\$0.00	\$0.00	\$0.00			
SDC (formerly SIP)	\$0.00	\$300,674.97	\$300,674.97	\$813,525.00 sdc collections thru 4/30/18		
Water Source Improvement Rsrv	\$0.00	\$734,240.47	\$734,240.47			
<b>TOTALS</b>	<b>\$1,405,736.54</b>	<b>\$1,707,071.34</b>	<b>\$3,112,807.88</b>			
General Fund Review		Current	FYTD	Budgeted Amount	Comments	
Revenue	\$147,357.77	1,659,848.44	\$2,371,900.00			
Expenses	\$112,419.05	1,670,754.77	\$2,371,900.00	Contingency \$100,050; Transfers \$547,950. Total expenses budgeted \$1,723,950		
Net Gain or (Loss) from Operations	\$34,938.72	-\$10,906.33				
Water Sales Revenue Comparison		Month	FYTD	Comments		
Projected Water Sales	\$140,738	\$1,419,661	Leak Adjustments & Billings Adjustments (YTD = July - June)			
Actual + In Lieu of Water Sales Less H2O CR	\$143,657	\$1,505,384	Less: Billing Adj YTD \$-323.73 ; Leak Adj YTD \$6,537.00			
Over or (Under)	\$2,919.77	\$85,723.36	TOTAL YTD ADJUSTMENTS \$6,213.27			
Gallage Comparison		Current	Prior Year	Cost Comparison	Current	Prior Year
Gallons Purchased	7,580,000	8,297,000	Toledo Charges	\$25,772.00	\$27,794.95	
Gallons Sold (includes accountable loss)	7,305,346	6,325,850	SRWD Sales	\$138,951.10	\$133,993.18	
Variance %	3.62%	23.76%	Ratio: Sales/Cost	5.39	4.82	
Accountable Water Loss (gallons)	675,000		City of Toledo Intertie Usage		0	
Approval To Pay Bills		Payroll 4/13/18 \$19,335.34		Payroll 4/27/18 \$19,044.18		
Month of:	April	(after meetings)	May			
	GF A/P	\$5,694.77	GF A/P	\$31,662.78	up to 5/4/18	
	CPF A/P	\$0.00	CPF A/P	\$0.00		
	City of Toledo	\$0.00	City of Toledo	\$0.00		
	Bond Fund	\$0.00	Bond / Rev Bond Fund	\$419,002.04	2012 & 2013 GO Bond	
	Depreciation Rsv	\$0.00	Depreciation Rsv	\$0.00		
	AMI Project-Phase 3	\$0.00	AMI Project-Phase 3	\$0.00		
	Master Plan - Phase 3	\$0.00	Master Plan - Phase 3	\$0.00		
	Prelim. MP- Phase 4	\$0.00	Prelim. MP- Phase 4	\$0.00		
	SDC Study/Projects	\$0.00	SDC Study/Projects	\$0.00		
	Water Source Impr.	\$0.00	Water Source Impr.	\$0.00		
	Monthly Accrual Statistics		Beg. Balance	Accrued	Used/Paid	Balance
		3/31/2018			4/30/2018	
Office Overtime Hours (2-01)	0.00	0.00	0.00	0.00		
Field Overtime Hours (2-02)	0.00	2.50	2.50	0.00		
PTO (3-01)	1667.28	115.70	92.50	1690.48		
Comp Time (9-01 / 9-02)	187.55	25.53	42.25	170.83		



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

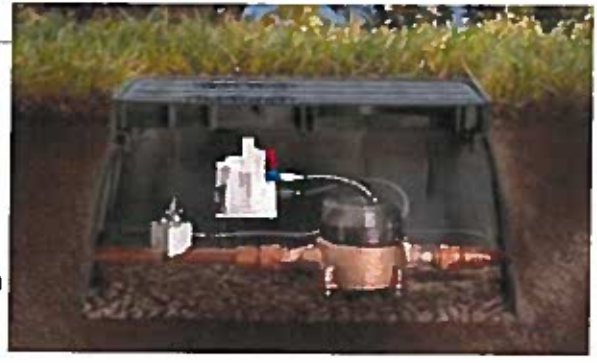
# Seal Rock Water District

General Manager's Report:  
Board Meeting May 10, 2018

*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-3 USDA-RD GRANT FUNDED AMI PROJECT:**

District contractors and crews have completed installation of all the residential meters within the system. A small amount, approximately 12-meters primarily commercial meters will need to be replaced or updated with new registers. District staff have received 2-days of AMI software training. This project remains on schedule and within budget expectations.



In the spirit of this year's National Drinking Water Week theme, "Protect the Source," I would like to recognize how successful technology and partnerships are conserving water resources to benefit the people throughout the Seal Rock Water District (SRWD) and the landscape that supplies our water.

As part of our ongoing commitment to maintain a high quality of life for our citizens through cost-effective, innovative systems, the District recently completed installation of an advanced metering infrastructure (AMI) system for our water utility system. Advanced metering supports the District's commitment to preserve and protect our environment. The technology not only takes meter readers off the road and reduces carbon emissions; AMI also enhances the District's ability to quickly detect and stop leaks in the transmission system while providing end-user customers with daily information that helps them improve their own water conservation efforts.

The project entails replacing every residential and commercial water meter in the District with new, state-of-the-art technology that wirelessly communicates usage data to the District office. This innovative system replaces monthly manual reads with multiple remote reads per day, allowing for better leak detection, increased billing accuracy, and improved customer service.

The data offers us a better understanding regarding the flow of water through the system which, in turn, will allow the District and our customers to control unaccounted-for water, reduce our demand on the stream, and "protect the source." Reducing the amount of water we remove from coastal streams, many of which are already impaired as a result of over allocated withdrawals, translates to better stream health and a more sustainable water supply for the future.

While the system is still in its infancy, the District has already received an overwhelming positive response from customers who have received notification of high water use generated through the AMI program. The

*Seal Rock Water District is an Equal Opportunity Service Provider and Employer.*  
Adam Denlinger, General Manager  
[adenlinger@srwd.org](mailto:adenlinger@srwd.org)  
[www.srwd.org](http://www.srwd.org)

District has contacted approximately 30 customers with an alert to the potential of a water leak in their system. With the old system, high usage was detected only through monthly meter readings and generally left the customer with a high volume of water usage to pay for before fixes were made. With 2,525 connections, detecting water leaks early with AMI is already having a positive impact on the District, our customers and, ultimately, the environment.

SRWD is proud of the work we have done on this project, and we recognize that these environmental and rate-payer benefits are also made possible through partnership collaboration with our customers and the United States Department of Agriculture (USDA) Rural Development, which financed the system improvements through its Water and Waste Disposal Loan and Grant Program.

Protecting the environment is everyone's responsibility, and something the SRWD Board of Commissioners takes seriously. Water is a precious resource, using new technology like AMI allows communities like ours to ensure this precious resource is available for future generations.

#### **PHASE-4 SOURCE WATER PROJECT:**

---

District staff and engineer are working cooperatively with representatives from USDA-RD to certify the District's Biological Assessment for the Beaver Creek Source Water project. Environmental consultants provided a draft copy of the Beaver Creek biological assessment to National Marine Fisheries Services (NMFS) in early March 2018. As a result of preliminary comments provided by NMFS, staff and consultants held several discussions with representatives from USDA-RD to discuss options for responding to NMFS to provide additional requested information.

District staff and consultants notified the Wetlands Conservancy that the District is currently in the final planning stages to develop a primary source water intake and treatment facility located near Beaver Creek in Lincoln County. One of the elements of this project is the placement of the raw waterline which runs along Beaver Creek Road and up through private property adjacent to the proposed water treatment facility located above the Makai Community. The District has been working with the property owners for the last year, or so, to develop an approved route through their property which would allow the District to provide raw water to the proposed water treatment plant on District owned property.

We learned recently that a section of the property near the proposed water treatment plant site is also in a conservation easement. Project team is in the process of engaging the Wetlands Conservancy to open the dialog to gauge their interest and opportunity to coordinate with the District to allow us to use a portion of the conservation area for the installation of the raw waterline.

Our 1<sup>st</sup>-option suggests following the existing legacy road through private property. However, the property owners would prefer that the District follow the route that avoids coming too close to their home site.

Option-2 suggests following a route that splits two open fields on private property to the north, then turning east to eventually connect with the legacy road to connect with the WTP.

A third 3<sup>rd</sup>-option includes following the access road through private property similar to the first two options, continuing through the open field area then turning west and connecting through the Makai Community to access the proposed District owned WTP site. This option avoids impacts to the conservation easement, but obviously adds additional cost to the overall project.

Project team will look for an opportunity to provide a full presentation to the Wetlands Conservancy and potentially Oregon Water Enhancement Board (OWEB) to provide more information if requested.

The District is working with coastal stewards to include the Mid Coast Watershed Council and the Lincoln County Soil and Water Conservation District on Beaver Creek enhancement projects and I generally believe there are potential collaborative opportunities that might benefit the Conservancy as well.

District staff will continue to work with representatives from NMFS to provide additional information in an effort to expedite the review process. Next steps at the tank site include removing a small number of trees to make room for geotechnical investigation.

Phase-4 improvements project continues to move forward with several critical path tasks currently in progress:

- Biologist Assessment is being revised for submittal to NMFS.
- Next steps at the tank site include removing a small number of trees to make room for geotechnical investigation, scheduled for May.
- Easement and access agreement for construction and maintenance have been revised by the District's Legal Counsel. Draft copies of the easement agreements have been provided to the various property owners affected by the project.
- District staff will continue coordinating with USDA-RD funding representatives to provide information and updates related to the project.
- District crews have begun working with consultants to begin the Sampling and Analysis Plan (SAP) required as a condition of the District's water right permit for use of water on Beaver Creek.
- Engineer continues to provide water quality and treatability testing in preparation for developing specification for membrane procurement.

• **OTHER NOTABLE ACTIVITIES FOR THE MONTHS OF APRIL/MAY INCLUDE:**

- 
- Attended weekly meetings with engineers and contractor to discuss AMI improvements.
  - Coordinated site visits with property owners, engineers, and surveyors to discuss intake and pipeline route for the Beaver Creek Source Water project.
  - Facilitated District personnel staff/safety meeting.
  - Facilitated discussions with property owners and legal counsel related to easement agreements.
  - Supported staff effort to revise the 2018/2019 budget.
  - Hosted annual budget committee meeting
  - Met with engineer and representatives from USDA-RD to discuss Phase-IV improvements.
  - Field crews attended flagger traffic training and received certification.
  - Attended Mid-Coast Integrated Water Resources Coordinating Committee meetings.
  - Hosted regional municipal and water district working group meeting.
  - Hosted AMI project team meeting.
  - Met with consultants to install sampling stations located on Beaver Creek.
  - District staff attended two day AMI software and system training hosted by sensus analytics.





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

# Seal Rock Water District

<b>DATE ACTION REQUESTED: May 10, 2018</b>							
<b>Ordinance</b>		<b>Resolution</b>		<b>Motion</b>		<b>Public Hearing</b>	<b>X</b>
<b>Date Prepared: April 30, 2018</b>				<b>Dept.: Administration</b>			
<b>SUBJECT: Public Hearing, Water Rate Adjustment</b>				<b>Contact Person for this Item:</b> Adam Denlinger, General Manager adenlinger@srwd.org. 541-563-4447			

**RECOMMENDED BOARD ACTION:**

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

**FINANCIAL IMPACTS:**

The philosophy of the District has been to maintain a program of small annual increases to lessen the need for large one-time increases. Other considerations include; increases from the District's source water provider, satisfying annual debt service, transfers to capital and source water reserves, and planning a finance strategy for funding phase IV improvements. Adjustment in the rate will cover the cost of purchasing wholesale water.

**DISTRICT GOAL:**

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

**BACKGROUND:**

At the April 12, 2018, regular SRWD Board of Commissioners meeting, Commissioners reviewed and discussed the need for a water rate increase. The Board of Commissioners evaluated several rate scenarios provided by staff that consider including the first 1000 GAL in per usage rate, while taking into consideration an increase of \$.50 to the base rate. Proposed increase will cover the increase in the cost of wholesale water from the District's source water provider, it is anticipated that the District can expect future increases in the purchase cost of source water.

Adjustment in the rate is a policy decision and is subject to public hearing in accordance with ORS, Chapter 264.312.

*A Denlinger*

Submitted by:

\_\_\_\_\_  
Adam Denlinger, General Manager

# PROPOSED RATE INCREASE

DOMESTIC INSIDE DISTRICT			PROPOSAL 4			
Current Rate			PROPOSED RATE			
			BASE	WATER per 1,000 gallons		
			\$0.50	1k= -.20 ; 2k= -.30		
	Use Rate	Total Bill	Use Rate	Total Bill	\$ Incr	% Incr.
Base		\$33.00	\$0.50	\$33.50	\$0.50	1.52%
1,000	\$5.40	\$38.40	\$5.20	\$38.70	\$0.30	0.78%
2,000	\$6.70	\$45.10	\$6.40	\$45.10	\$0.00	0.00%
3,000	\$7.75	\$52.85	\$7.75	\$52.85	\$0.00	0.00%
4,000	\$8.41	\$61.26	\$8.41	\$61.26	\$0.00	0.00%
5,000	\$9.36	\$70.62	\$9.36	\$70.62	\$0.00	0.00%
6,000		\$79.98		\$79.98	\$0.00	0.00%
7,000		\$89.34		\$89.34	\$0.00	0.00%
8,000	\$10.99	\$100.33	\$10.99	\$100.33	\$0.00	0.00%
9,000		\$111.32		\$111.32	\$0.00	0.00%
10,000		\$122.31		\$122.31	\$0.00	0.00%
11,000		\$133.30		\$133.30	\$0.00	0.00%
12,000		\$144.29		\$144.29	\$0.00	0.00%
13,000		\$155.28		\$155.28	\$0.00	0.00%
14,000	\$13.73	\$169.01	\$13.73	\$169.01	\$0.00	0.00%
15,000		\$182.74		\$182.74	\$0.00	0.00%
16,000		\$196.47		\$196.47	\$0.00	0.00%
17,000		\$210.20		\$210.20	\$0.00	0.00%
18,000	\$20.50	\$230.70	\$20.50	\$230.70	\$0.00	0.00%
19,000		\$251.20		\$251.20	\$0.00	0.00%
20,000		\$271.70		\$271.70	\$0.00	0.00%
21,000	\$21.93	\$293.63	\$21.93	\$293.63	\$0.00	0.00%
22,000		\$315.56		\$315.56	\$0.00	0.00%
23,000		\$337.49		\$337.49	\$0.00	0.00%
24,000		\$359.42		\$359.42	\$0.00	0.00%
25,000		\$381.35		\$381.35	\$0.00	0.00%
30,000		\$491.00		\$491.00	\$0.00	0.00%
						0.09%
Domestic Added Income				\$3,877		
Commercial Inside & Outside				\$1,414	.20 Base .15 Water	
Domestic Outside				\$119		
TOTAL:				\$5,411		

DOMESTIC OUTSIDE DISTRICT  
PROPOSAL 4

5/4/2018

	Current Rates		#REF!		% Incr 0.00%	
	Use Rate	Total Bill	Use Rate*	Total Bill		
Base		\$49.50	\$0.75	\$50.25	\$0.75	1.52%
1,000	\$5.40	\$54.90	\$5.20	\$55.45	\$0.55	1.00%
2,000	\$6.70	\$61.60	\$6.40	\$61.85	\$0.25	0.41%
3,000	\$7.75	\$69.35	\$7.75	\$69.60	\$0.25	0.36%
4,000	\$8.41	\$77.76	\$8.41	\$78.01	\$0.25	0.32%
5,000	\$9.36	\$77.76	\$9.36	\$78.01	\$0.25	0.32%
6,000		\$77.76		\$78.01	\$0.25	0.32%
7,000		\$77.76		\$78.01	\$0.25	0.32%
8,000	\$10.99	\$77.76	\$10.99	\$78.01	\$0.25	0.32%
9,000		\$77.76		\$78.01	\$0.25	0.32%
10,000		\$77.76		\$78.01	\$0.25	0.32%
11,000		\$77.76		\$78.01	\$0.25	0.32%
12,000		\$77.76		\$78.01	\$0.25	0.32%
13,000		\$77.76		\$78.01	\$0.25	0.32%
14,000	\$13.73	\$77.76	\$13.73	\$78.01	\$0.25	0.32%
15,000		\$77.76		\$78.01	\$0.25	0.32%
16,000		\$77.76		\$78.01	\$0.25	0.32%
17,000		\$77.76		\$78.01	\$0.25	0.32%
18,000	\$20.50	\$77.76	\$20.50	\$78.01	\$0.25	0.32%
19,000		\$77.76		\$78.01	\$0.25	0.32%
20,000		\$77.76		\$78.01	\$0.25	0.32%
21,000	\$21.93	\$77.76	\$21.93	\$78.01	\$0.25	0.32%
22,000		\$77.76		\$78.01	\$0.25	0.32%
23,000		\$77.76		\$78.01	\$0.25	0.32%
24,000		\$77.76		\$78.01	\$0.25	0.32%
25,000		\$77.76		\$78.01	\$0.25	0.32%
30,000		\$77.76		\$78.01	\$0.25	0.32%

**\*Note: Make sure that Base Charge is times 1.50 of Dom In (not water just base)**

Updated Rates: July 2017 Date: 02/02/18

COMMERCIAL INSIDE DISTRICT  
Proposal 4

5/4/2018 .20 base Water usage .15 each

Base	Proposed Base \$0.20		125 3/4"			121 1"			126 1 1/2"			122 2"			123 3"			124 4"			127 6"			
	Current	Proposed	Current	Proposed	%	Current	Proposed	%	Current	Proposed	%	Current	Proposed	%	Current	Proposed	%	Current	Proposed	%	Current	Proposed	%	
1000	\$4.84	\$4.99	\$49.75	\$49.95	0.40%	\$85.15	\$85.35	0.2%	\$106.40	\$106.60	0.2%	\$159.35	\$159.55	0.1%	\$263.35	\$263.55	0.1%	\$316.40	\$316.60	0.1%	\$472.40	\$472.60	0.0%	
2000	\$6.90	\$7.05	\$61.49	\$61.99	0.81%	\$96.89	\$97.39	0.5%	\$118.14	\$118.64	0.4%	\$171.09	\$171.59	0.3%	\$268.19	\$268.54	0.1%	\$321.24	\$321.59	0.1%	\$477.24	\$477.59	0.1%	
3000			\$68.39	\$69.04	0.95%	\$103.79	\$104.44	0.6%	\$125.04	\$125.69	0.5%	\$177.99	\$178.64	0.4%	\$275.09	\$275.59	0.2%	\$328.14	\$328.64	0.2%	\$484.14	\$484.64	0.1%	
4000			\$75.29	\$76.09	1.06%	\$110.69	\$111.49	0.7%	\$131.94	\$132.74	0.6%	\$184.89	\$185.69	0.4%	\$288.89	\$289.69	0.3%	\$341.94	\$342.74	0.2%	\$491.04	\$491.69	0.1%	
5000			\$82.19	\$83.14	1.16%	\$117.59	\$118.54	0.8%	\$138.84	\$139.79	0.7%	\$191.79	\$192.74	0.5%	\$295.79	\$296.74	0.3%	\$348.84	\$349.79	0.3%	\$504.84	\$505.79	0.2%	
6000			\$89.09	\$90.19	1.23%	\$124.49	\$125.59	0.9%	\$145.74	\$146.84	0.8%	\$198.69	\$199.79	0.6%	\$302.69	\$303.79	0.4%	\$355.74	\$356.84	0.3%	\$511.74	\$512.84	0.2%	
7000			\$95.99	\$97.24	1.30%	\$131.39	\$132.64	1.0%	\$152.64	\$153.89	0.8%	\$205.59	\$206.84	0.6%	\$309.59	\$310.84	0.4%	\$362.64	\$363.89	0.3%	\$518.64	\$519.89	0.2%	
8000			\$7.92	\$8.07	\$103.91	\$105.31	1.35%	\$139.31	\$140.71	1.0%	\$160.56	\$161.96	0.9%	\$213.51	\$214.91	0.7%	\$317.51	\$318.91	0.4%	\$370.56	\$371.96	0.4%	\$526.56	\$527.96
9000	\$111.83	\$113.38			1.39%	\$147.23	\$148.78	1.1%	\$168.48	\$170.03	0.9%	\$221.43	\$222.98	0.7%	\$325.43	\$326.98	0.5%	\$378.48	\$380.03	0.4%	\$534.48	\$536.03	0.3%	
10000	\$119.75	\$121.45			1.42%	\$155.15	\$156.85	1.1%	\$176.40	\$178.10	1.0%	\$229.35	\$231.05	0.7%	\$333.35	\$335.05	0.5%	\$386.40	\$388.10	0.4%	\$542.40	\$544.10	0.3%	
11000	\$127.67	\$129.52			1.45%	\$163.07	\$164.92	1.1%	\$184.32	\$186.17	1.0%	\$237.27	\$239.12	0.8%	\$341.27	\$343.12	0.5%	\$394.32	\$396.17	0.5%	\$550.32	\$552.17	0.3%	
12000	\$135.59	\$137.59			1.48%	\$170.99	\$172.99	1.2%	\$192.24	\$194.24	1.0%	\$245.19	\$247.19	0.8%	\$349.19	\$351.19	0.6%	\$402.24	\$404.24	0.5%	\$558.24	\$560.24	0.4%	
13000	\$9.64	\$9.79	\$145.23	\$147.38	1.48%	\$180.63	\$182.78	1.2%	\$201.88	\$204.03	1.1%	\$254.83	\$256.98	0.8%	\$358.83	\$360.98	0.6%	\$411.88	\$414.03	0.5%	\$567.88	\$570.03	0.4%	
14000			\$154.87	\$157.17	1.49%	\$190.27	\$192.57	1.2%	\$211.52	\$213.82	1.1%	\$264.47	\$266.77	0.9%	\$368.47	\$370.77	0.6%	\$421.52	\$423.82	0.5%	\$577.52	\$579.82	0.4%	
15000			\$164.51	\$166.96	1.49%	\$199.91	\$202.36	1.2%	\$221.16	\$223.61	1.1%	\$274.11	\$276.56	0.9%	\$378.11	\$380.56	0.6%	\$431.16	\$433.61	0.6%	\$587.16	\$589.61	0.4%	
16000			\$174.15	\$176.75	1.49%	\$209.55	\$212.15	1.2%	\$230.80	\$233.40	1.1%	\$283.75	\$286.35	0.9%	\$387.75	\$390.35	0.7%	\$440.80	\$443.40	0.6%	\$596.80	\$599.40	0.4%	
20000	\$11.48	\$11.63	\$220.07	\$223.27	1.45%	\$255.47	\$258.67	1.3%	\$276.72	\$279.92	1.2%	\$329.67	\$332.87	1.0%	\$433.67	\$436.87	0.7%	\$486.72	\$489.92	0.7%	\$642.72	\$645.92	0.5%	
25000			\$277.47	\$281.42	1.42%	\$312.87	\$316.82	1.3%	\$334.12	\$338.07	1.2%	\$387.07	\$391.02	1.0%	\$491.07	\$495.02	0.8%	\$544.12	\$548.07	0.7%	\$700.12	\$704.07	0.6%	
30000			\$334.87	\$339.57	1.40%	\$370.27	\$374.97	1.3%	\$391.52	\$396.22	1.2%	\$444.47	\$449.17	1.1%	\$548.47	\$553.17	0.9%	\$601.52	\$606.22	0.8%	\$757.52	\$762.22	0.6%	
Average % Rate Increase			1.24%			0.96%			0.85%			0.67%			0.47%			0.41%			0.30%			0.82%
Number of Customers			39			3			0			4			1			1			3			51
Water Consumption			1,952,159			797,710			0			4,903,430			1,307,420			162,380			4,099,950			13,223,049
Amount / Revenue			\$36,286.96			\$10,214.00			\$0.00			\$61,265.29			\$17,440.00			\$2,116.74			\$61,691.94			\$189,014.93
Projected Additional Revenue			\$451.19			\$98.25			\$0.00			\$408.95			\$82.55			\$8.75			\$186.07			\$1,235.76

Rate Code 126 is not used

Note: these figures above are updated from HATESCODE Excel spreadsheet



17

COMMERCIAL OUTSIDE DISTRICT  
Proposal 4

5/4/2018 .20 base: Water usage .15 each

Proposed Base	\$0.30		RC 135 3/4"			RC 131 1"			RC 136 1 1/2"			RC 132 2"			RC 133 3"			RC 134 4"			RC 137 6"		
	Current	PROP	Old	New	%	Old	New	%	Current	Prop	%	Current	Prop	%	Current	Prop	%	Current	Prop	%	Current	Prop	%
BASE	Usage / 1000		\$74.63	\$74.93	0.4%	\$127.73	\$128.03	0.2%	\$159.60	\$159.90	0.2%	\$239.03	\$239.33	0.1%	\$395.03	\$395.33	0.1%	\$474.60	\$474.90	0.1%	\$708.60	\$708.90	0.04%
1000	\$7.26	\$7.49	\$81.89	\$82.41	0.6%	\$134.99	\$135.51	0.4%	\$166.86	\$167.39	0.3%	\$246.29	\$246.81	0.2%	\$402.29	\$402.81	0.1%	\$481.86	\$482.39	0.1%	\$715.66	\$716.39	0.07%
2000	\$10.35	\$10.58	\$92.24	\$92.99	0.8%	\$145.34	\$146.09	0.5%	\$177.21	\$177.96	0.4%	\$256.64	\$257.39	0.3%	\$412.64	\$413.39	0.2%	\$492.21	\$492.96	0.2%	\$726.21	\$726.96	0.10%
3000			\$102.59	\$103.56	1.0%	\$155.69	\$156.66	0.6%	\$187.56	\$188.54	0.5%	\$266.99	\$267.96	0.4%	\$422.99	\$423.96	0.2%	\$502.56	\$503.54	0.2%	\$736.56	\$737.54	0.13%
4000			\$112.94	\$114.14	1.1%	\$166.04	\$167.24	0.7%	\$197.91	\$199.11	0.6%	\$277.34	\$278.54	0.4%	\$433.34	\$434.54	0.3%	\$512.91	\$514.11	0.2%	\$746.91	\$748.11	0.16%
5000			\$123.29	\$124.71	1.2%	\$176.39	\$177.81	0.8%	\$208.26	\$209.69	0.7%	\$287.69	\$289.11	0.5%	\$443.69	\$445.11	0.3%	\$523.26	\$524.69	0.3%	\$757.26	\$758.69	0.19%
6000			\$133.64	\$135.29	1.2%	\$186.74	\$188.39	0.9%	\$218.61	\$220.26	0.8%	\$298.04	\$299.69	0.6%	\$454.04	\$455.69	0.4%	\$533.61	\$535.26	0.3%	\$767.61	\$769.26	0.21%
7000			\$143.99	\$145.86	1.3%	\$197.09	\$198.96	1.0%	\$228.96	\$230.84	0.8%	\$308.39	\$310.26	0.6%	\$464.39	\$466.26	0.4%	\$543.96	\$545.84	0.3%	\$777.96	\$779.84	0.24%
8000	\$11.88	\$12.11	\$155.87	\$157.97	1.3%	\$208.97	\$211.07	1.0%	\$240.84	\$242.94	0.9%	\$320.27	\$322.37	0.7%	\$476.27	\$478.37	0.4%	\$555.84	\$557.94	0.4%	\$789.84	\$791.94	0.27%
9000			\$167.75	\$170.07	1.4%	\$220.85	\$223.17	1.1%	\$252.72	\$255.05	0.9%	\$332.15	\$334.47	0.7%	\$488.15	\$490.47	0.5%	\$567.72	\$570.05	0.4%	\$801.72	\$804.05	0.29%
10000			\$179.63	\$182.18	1.4%	\$232.73	\$235.28	1.1%	\$264.60	\$267.15	1.0%	\$344.03	\$346.58	0.7%	\$500.03	\$502.58	0.5%	\$579.60	\$582.15	0.4%	\$813.60	\$816.15	0.31%
11000			\$191.51	\$194.28	1.4%	\$244.61	\$247.38	1.1%	\$276.48	\$279.26	1.0%	\$355.91	\$358.68	0.8%	\$511.91	\$514.68	0.5%	\$591.48	\$594.26	0.5%	\$825.48	\$828.26	0.34%
12000			\$203.39	\$206.39	1.5%	\$256.49	\$259.49	1.2%	\$288.36	\$291.36	1.0%	\$367.79	\$370.79	0.8%	\$523.79	\$526.79	0.6%	\$603.36	\$606.36	0.5%	\$837.36	\$840.36	0.36%
13000	\$14.46	\$14.69	\$217.85	\$221.07	1.5%	\$270.95	\$274.17	1.2%	\$302.82	\$306.05	1.1%	\$382.25	\$385.47	0.8%	\$538.25	\$541.47	0.6%	\$617.82	\$621.05	0.5%	\$851.82	\$855.05	0.38%
14000			\$232.31	\$235.76	1.5%	\$285.41	\$288.86	1.2%	\$317.28	\$320.73	1.1%	\$396.71	\$400.16	0.9%	\$552.71	\$556.16	0.6%	\$632.28	\$635.73	0.5%	\$866.28	\$869.73	0.40%
15000			\$246.77	\$250.44	1.5%	\$299.87	\$303.54	1.2%	\$331.74	\$335.42	1.1%	\$411.17	\$414.84	0.9%	\$567.17	\$570.84	0.6%	\$646.74	\$650.42	0.6%	\$880.74	\$884.42	0.42%
16000			\$261.23	\$265.13	1.5%	\$314.33	\$318.23	1.2%	\$346.20	\$350.10	1.1%	\$425.63	\$429.53	0.9%	\$581.63	\$585.53	0.7%	\$661.20	\$665.10	0.6%	\$895.20	\$899.10	0.44%
20000	\$17.22	\$17.45	\$330.11	\$334.91	1.5%	\$383.21	\$388.01	1.3%	\$415.08	\$419.88	1.2%	\$494.51	\$499.31	1.0%	\$650.51	\$655.31	0.7%	\$730.08	\$734.88	0.7%	\$964.08	\$968.88	0.50%
25000			\$416.21	\$422.13	1.4%	\$469.31	\$475.23	1.3%	\$501.18	\$507.11	1.2%	\$580.61	\$586.53	1.0%	\$736.61	\$742.53	0.8%	\$816.18	\$822.11	0.7%	\$1,050.18	\$1,056.11	0.56%
30000			\$502.31	\$509.36	1.4%	\$555.41	\$562.46	1.3%	\$587.28	\$594.33	1.2%	\$666.71	\$673.76	1.1%	\$822.71	\$829.76	0.8%	\$902.28	\$909.33	0.8%	\$1,136.28	\$1,143.33	0.62%
% Rate Increase					1.2%			1.0%			0.9%			0.7%			0.5%			0.4%			0.3%
Number of Customers:	2		3			1			#DIV/0!			0			0			1			#DIV/0!		
Water Consumption:	86,990		426,770			56,050			0			0			0			165,680			735,490		
Amount / Revenue:	\$2,578.97		\$9,971.53			\$2,251.87			\$0.00			\$0.00			\$0.00			\$10,459.84			\$25,262.11		
Projected Additional Revenue	\$32.07		\$95.92			\$19.18			\$0.00			\$0.00			\$0.00			\$31.55			\$178.72		

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

Note: these figures above are updated from RATESCDE Excel spreadsheet



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

# Seal Rock Water District

<b>DATE ACTION REQUESTED: May 10, 2018</b>							
<b>Ordinance</b>		<b>Resolution</b>		<b>Motion</b>		<b>Information</b>	<b>X</b>
<b>Date Prepared: May 02, 2018</b>				<b>Dept.: Administration</b>			
<b>SUBJECT: Public Hearing Regarding the 2018-2019 Proposed Budget</b>				<b>Contact Person for this Item:</b> Adam Denlinger, General Manager adenlinger@srwd.org, 541-563-4447			

**RECOMMENDED BOARD ACTION:**

Consider Public Hearing regarding the 2018-2019 SRWD Budget.

**FINANCIAL IMPACTS:**

The 2018-2019 Budget reflects a total sum of \$19,345,748.00.

**DISTRICT GOAL:**

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

**BACKGROUND:**

The proposed Seal Rock Water District annual budget for fiscal year 2018-2019 has been prepared pursuant to Oregon Local Budget Law, and meets or exceeds guidance provided in the Oregon Department of Revenues Local Budget Manual. The 2018-2019 budget includes projected loan and grant revenues for capital projects.

On April 19, 2018 the District's Citizen Member Budget Committee assembled to review and approve the budget for adoption by the District's Board of Commissioners. Pursuant to Oregon Budget Law the District is required to hold a Public Hearing to allow the public an opportunity to provide public testimony regarding the proposed budget.

Submitted By: \_\_\_\_\_  
Adam Denlinger, General Manager

A public meeting of the BOARD OF COMMISSIONERS will be held on MAY 10, 2018  
(Governing Body) (Date)  
 at 4:00 p.m. at 1037 NW Grebe St. Seal Rock, Oregon. The purpose of this meeting is to discuss the budget for  
(Location)  
 the fiscal year beginning July 1, 2018 as approved by the SEAL ROCK WATER DISTRICT Budget Committee.  
(Municipal Corporation)

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

Contact <b>Joy S King</b>	Telephone number <b>(541) 563-3599</b>	E-mail <b>info@srwd.org</b>
------------------------------	---	--------------------------------

**FINANCIAL SUMMARY - RESOURCES**

TOTAL OF ALL FUNDS	Actual Amounts 2016-17	Adopted Budget This Year: 2017-18	Approved Budget Next Year: 2018-19
1. Beginning Fund Balance/Net Working Capital .....	3,080,721	2,283,240	2,916,800
2. Fees, Licenses, Permits, Fines, Assessments & Other Service Charges .....	168,333	122,028	125,028
3. Federal, State & all Other Grants, Gifts, Allocations & Donations .....	1,059,869	5,233,000	12,633,000
4. Revenue from Bonds & Other Debt .....	5,193,785	9,338,000	383,500
5. Interfund Transfers/Internal Service Reimbursements .....	362,660	547,950	640,000
6. All Other Resources Except Property Taxes .....	1,698,586	1,751,315	1,829,860
7. Property Taxes Estimated to be Received .....	649,325	1,008,345	817,560
8. Total Resources - add lines 1 through 7 .....	12,213,279	20,283,878	19,345,748

**FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION**

9. Personnel Services .....	709,370	874,400	866,300
10. Materials and Services .....	639,258	781,550	834,400
11. Capital Outlay .....	7,111,210	16,645,728	15,583,978
12. Debt Service .....	681,233	926,992	926,410
13. Interfund Transfers .....	362,660	547,950	640,000
14. Contingencies .....	0	100,000	100,000
15. Special Payments .....	0	0	0
16. Unappropriated Ending Balance and Reserved for Future Expenditure .....	2,709,548	407,258	394,660
17. Total Tax Requirements - add lines 9 through 16 .....	12,213,279	20,283,878	19,345,748

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

Name of Organizational Unit or Program	FTE for Unit or Program		
Administration	254,564	261,800	269,800
FTE	4	4	4
Operations	199,759	272,000	247,000
FTE	5	5	5
Total Requirements	454,323	533,800	516,800
Total FTE	9	9	9

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

**PROPERTY TAX LEVIES**

	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy ..... (Rate Limit 0.1259 Per \$1000)	0.1259	0.1259	0.1259
Local Option Levy .....	0	0	0
Levy for General Obligation Bonds .....	551,640	979,500	770,300

STATEMENT OF INDEBTEDNESS

Long Term Debt	Estimated Debt Outstanding on July 1	Estimated Debt Authorized, but not Incurred on July 1
General Obligation Bonds .....	10,078,429	6,549,000
Other Bonds - Revenue.....	1,293,234	2,451,000
Other Borrowings -LOC & IFA.....	1,725,107	0
<b>Total .....</b>	<b>13,096,770</b>	<b>9,000,000</b>

\*If more space is needed to complete any section of this form, use the space below or add sheets.

---



---



---



---



---

FORM  
LB-20

RESOURCES

GENERAL FUND  
Fund

SEAL ROCK WATER DISTRICT  
(Name of Municipal Corporation)

Historical Data			RESOURCES DESCRIPTION	Budget for Next Year 2018-19			
Actual		Adopted Budget		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2015-16	First Preceding Year 2016-17	This Year 2017-18					
			Beginning Fund Balance:				
1			1. Available cash on hand* (cash basis), or			1	
2	494,577	564,718	500,000	2. Net Working Capital (accrual basis)	575,000	575,000	2
3	3,024	2,920	3,000	3. Previously levied taxes estimated to be received 4000	2,500	2,500	3
4	105	188	200	4. Interest 4050	200	200	4
5				5. OTHER RESOURCES			5
6				6.			6
7	1,644,635	1,673,374	1,725,000	7. Water Sales/Contract in Lieu of Water Sales 4020,4021	1,800,000	1,800,000	7
8	28,500	36,000	22,500	8. Service Connections 4030	25,500	25,500	8
9	40,329	47,911	39,800	9. Misc. Income 4040,4051,4052,4053,4060	39,800	39,800	9
10	0	0	1,000	10. Subdivision/Partition Assessments 4130	1,000	1,000	10
11				11.			11
12				12. Sale of Equipment / Fixed assets 4170,4180,4190	5,000	5,000	12
13	9,213	1,629	5,000	13. Prior Year Refund 4900	5,000	5,000	13
14	0	0	3,000	14. Grant - SDAO/FEMA 4010	3,000	3,000	14
15				15.			15
16				16.			16
17				17.			17
18				18.			18
19				19.			19
20				20. TRANSFERS FROM OTHER FUNDS			20
21				21.			21
22				22.			22
23				23.			23
24				24.			24
25				25.			25
26				26.			26
27				27.			27
28				28.			28
29	2,220,383	2,326,740	2,299,500	29. Total resources, except taxes to be levied	2,457,000	2,457,000	0
30			72,400	30. Taxes necessary to balance 4010	76,700	76,700	30
31	68,435	71,359		31. Taxes collected in year levied 4010			31
32	2,288,818	2,398,099	2,371,900	32. TOTAL RESOURCES	2,533,700	2,533,700	0

\*Includes unappropriated Balance Budgeted Last Year

FORM  
LB-31

DETAILED REQUIREMENTS

GENERAL FUND  
Fund

SEAL ROCK WATER DISTRICT  
(Name of Municipal Corporation)

Historical Data				ADMINISTRATIVE & OFFICE	Budget for Next Year			
Actual		Adopted Budget This Year 2017-18	2018-19					
Second Preceding Year 2015-16	First Preceding Year 2016-17		Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
1				1. PERSONNEL SERVICES:				1
2				2.				2
3	250,469	254,564	261,000	3. Salaries - Office 5010	269,000	269,000		3
4	6	0	800	4. Part Time Office / Overtime 5050,5068	800	800		4
5	168,816	187,182	237,100	5. Employees Benefits 5070,5080	250,500	250,500		5
6	42,855	44,874	57,200	6. Employer Payroll Tax Expense 5090	53,000	53,000		6
7	1,996	1,804	4,500	7. Training Classes - Office & Board 5060,5082	5,500	5,500		7
8	4,927	4,908	6,000	8. Mileage & Meal Reimb -Office & Board 5083,5064	6,500	6,500		8
9	1,518	2,910	3,800	9 Lodging - Office & Board 5065,5066	4,500	4,500		9
10	470,587	496,242	570,400	10. Total Personnel Services	589,800	589,800	0	10
	4	4	4	Total Full-Time Equivalent (FTE)	4	4	4	
11				11. MATERIALS & SERVICES:				11
12	38,219	45,649	73,000	12. Professional Services 5200,5201,5202,5203,5204	80,000	80,000		12
13	19,811	21,449	22,900	13. Insurance & Bonds 5240	27,000	27,000		13
14	19,531	15,661	20,500	14. Office Supplies & Postage 5290,5291	21,000	21,000		14
15	0	0	10,000	15. Rent & Lease Expense 5280	5,000	5,000		15
16	18,718	19,004	20,500	16. Phone & Office Equip. Repair/Repl. 5270,5271,5272	28,500	28,500		16
17	3,530	3,796	5,000	17. Printing, Copying & Advertising 5280	5,000	5,000		17
18	14,209	1,671	7,500	18. Miscellaneous Expense 5250,5300,5361	8,000	8,000		18
19	5,688	22,065	25,000	19. Dues, Fees & Assessments 5310	27,000	27,000		19
20	0	1,271	0	20. Commissioner & Other Election 5120	1,500	1,500		20
21	3,134	0	0	21. Accrued Interest Expense 5080	0	0		21
22	122,840	130,566	184,400	22. Total Materials & Services	203,000	203,000	0	22
23				23. CAPITAL OUTLAY:				23
24	140	0	1,000	24. Office Furniture 5400	1,000	1,000		24
25	2,793	0	4,000	25. Office Equipment/Computer Hardware 5410	15,000	15,000		25
26	1,840	1,272	2,000	26. Computer Software 5420	3,000	3,000		26
27				27.				27
28				28.				28
29				29.				29
30	4,773	1,272	7,000	30. Total Capital Outlay	19,000	19,000	0	30
31	598,200	628,080	761,800	31. TOTAL EXPENDITURES - THIS PAGE	811,800	811,800	0	31
32				32. UNAPPROPRIATED ENDING FUND BALANCE				32
33	598,200	628,080	761,800	33. ACCUMULATIVE TOTAL EXPENSE	811,800	811,800	0	33

\*Includes unappropriated Balance Budgeted Last Year

FORM  
LB-31

DETAILED REQUIREMENTS

GENERAL FUND  
Fund

SEAL ROCK WATER DISTRICT  
(Name of Municipal Corporation)

Historical Data			Adopted Budget This Year 2017-18	OPERATIONS & SERVICES	Budget for Next Year 2018-19			
Actual		Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2015-16	First Preceding Year 2016-17							
1				1. PERSONNEL SERVICES:				1
2				2.				2
3	185,405	184,344	251,000	3. Salaries - Field Personnel 5510,5511,5512	225,000	225,000		3
4	15,055	15,415	21,000	4. Overtime / On Call - Field 5590,5591	22,000	22,000		4
5	1,086	531	3,500	5. Mileage & Meal Reimbursement - Field 5621	3,500	3,500		5
6	2,138	1,343	15,000	6. Training Classes & Lodging - Field/CDL/Safety 5061,50	11,000	11,000		6
7	5,029	11,495	13,500	7. Performance Award 5599	15,000	15,000		7
8	208,713	213,128	304,000	8. Total Personnel Services	276,500	276,500		8
9	5	5	5	Total Full-Time Equivalent (FTE)	5	5		5
9				9. MATERIALS & SERVICES				9
10	1,769	0	2,150	10. Uniforms - Jacket & Hat / Clothing 5601,5602	2,500	2,500		10
11	458,420	372,293	400,000	11. Toledo Water Purchases 5090	415,000	415,000		11
12	99,611	106,808	132,000	12. SRWD System Maintenance 5630,5631,5632,5633,5634,5635	142,400	142,400		12
13	20,506	24,410	23,000	13. Utilities 5610	31,500	31,500		13
14	10,938	3,665	8,000	14. Operating Materials & Supplies 5600	8,000	8,000		14
15	9,052	0	10,000	15. Repl Meter/AMR System 5640,5641	10,000	10,000		15
16	130	1,516	2,000	16. Equipment Rental 5620	2,000	2,000		16
17	0	0	20,000	17. Toledo System - General Maint./share 5670	20,000	20,000		17
18				18.				18
19	600,426	508,692	597,150	19. Total Materials & Services	631,400	631,400		19
20				20. CAPITAL OUTLAY				20
21	1,937	9,907	30,000	21. Supply & Distribution (components in ground) 5720	35,000	35,000		21
22	34	0	5,000	22. Automotive Equipment 5800	5,000	5,000		22
23	990	112	3,000	23. Shop Equipment 5810	11,000	11,000		23
24				24.				24
25	0	0	0	25. Heavy Equipment 5820	0	0		25
26	0	0	23,000	26. Building Upgrades 5750	23,000	23,000		26
27				27.				27
28				28.				28
29				29.				29
30	2,961	10,019	61,000	30. Total Capital Outlay	74,000	74,000		30
31	812,100	731,839	962,150	31. TOTAL EXPENDITURES - THIS PAGE	981,900	981,900		31
32				32. UNAPPROPRIATED ENDING FUND BALANCE				32
33	1,410,300	1,359,919	1,723,950	33. ACCUMULATIVE TOTAL EXPENSE	1,793,700	1,793,700		33

\*Includes unappropriated Balance Budgeted Last Year



24

FORM  
LB-31

DETAILED REQUIREMENTS

GENERAL FUND  
Fund

SEAL ROCK WATER DISTRICT  
(Name of Municipal Corporation)

	Historical Data			TRANSFERS & CONTINGENCIES	Budget for Next Year			2018-19
	Actual		Adopted Budget This Year 2017-18		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2015-16	First Preceding Year 2016-17						
1				1				1
2				2				2
3				3. TRANSFERS TO OTHER FUNDS:				3
4	82,170	134,000	150,000	4. Capital Project Fund (pg. 8) 03-4100	175,000	175,000		4
5	7,400	7,430	7,430	5. R.D. Requirement Reserve Fund (pg. 9) 05	7,430	7,430		5
6	74,230	74,330	148,500	6. Revenue Bond Payment Fund (pg. 7) 04	134,000	134,000		6
7	50,000	50,000	84,000	7. Depreciation Reserve Fund/SLARRA (pg. 10) 11	134,000	134,000		7
8	0		0	8. SDC Reserve Fund (pg. 11) 13	0	0		8
9	100,000	96,900	158,020	9. Water Source Impr. Rsrv. Fund (pg. 12) 20	189,570	189,570		9
10	0			10				10
11	0			11				11
12	0			12				12
13				13				13
14	0	0	100,000	14. Operating Contingencies 01-5050	100,000	100,000		14
15				15.				15
16				16.				16
17				17.				17
18				18.				18
19				19.				19
20				20.				20
21				21.				21
22				22.				22
23				23.				23
24				24.				24
25				25.				25
26				26.				26
27				27.				27
28				28.				28
29				29.				29
30	313,800	362,660	647,950	30. TOTAL - THIS PAGE	740,000	740,000	0	30
31	1,410,300	1,359,919	1,723,950	31. TOTAL EXPENDITURES - prev. pgs.-GENERAL	1,793,700	1,793,700	0	31
32	564,718	675,520	0	32. UNAPPROPRIATED ENDING FUND BALANCE				32
33	2,288,818	2,398,099	2,371,900	33. General Fund TOTAL Expenses	2,533,700	2,533,700	0	33

\*Includes unappropriated Balance Budgeted Last Year



FORM  
LB-30

**REQUIREMENTS SUMMARY**  
**GENERAL FUND**  
Name of Organization Unit - Fund

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

	Historical Data			EXPENDITURE DESCRIPTION	Budget for Next Year		
	Actual		Adopted Budget This Year 2017-18		2018-19		
	Second Preceding Year 2015-16	First Preceding Year 2016-17			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
				<b>RECAP</b>			
				<b>PERSONNEL SERVICES</b>			
1	470,587	496,242	570,400	1 Administrative & Office	589,800	589,800	0 1
2	208,713	213,128	304,000	2 Operations & Services	276,500	276,500	0 2
3				3.			3
4				4.			4
5				5.			5
6				6.			6
7	679,300	709,370	874,400	7 TOTAL PERSONNEL SERVICES	866,300	866,300	0 7
9	9	9	9	Total Full-Time Equivalent (FTE)	9	9	9
				<b>MATERIALS &amp; SERVICES</b>			
8	122,840	130,566	184,400	8 Administrative & Office	203,000	203,000	0 8
9	600,426	508,692	597,150	9 Operations & Services	631,400	631,400	0 9
10				10.			10
11				11.			11
12				12.			12
13				13.			13
14	723,266	639,258	781,550	14 TOTAL MATERIALS & SERVICES	834,400	834,400	0 14
				<b>CAPITAL OUTLAY</b>			
15	4,773	1,272	7,000	15 Administrative & Office	19,000	19,000	0 15
16	2,961	10,019	61,000	16 Operations & Services	74,000	74,000	0 16
17				17.			17
18				18.			18
19				19.			19
20				20.			20
21	7,734	11,291	68,000	21 TOTAL CAPITAL OUTLAY	93,000	93,000	0 21
				<b>TRANSFERRED TO OTHER FUNDS</b>			
22	182,170	230,900	308,020	22 To WSIRF/CPF	364,570	364,570	0 22
23	50,000	50,000	84,000	23 To Depr/Land & Bldg Rsrv funds	134,000	134,000	0 23
24	81,630	81,760	155,930	24 To R Bond Pmt/R.D. Req. Rsrv funds	141,430	141,430	0 24
25			100,000	25 General Fund Operating Contingency	100,000	100,000	0 25
26	313,800	362,660	647,950	26 TOTAL TRANSFERS & CONTINGENCIES	740,000	740,000	0 26
27	1,724,100	1,722,579	2,371,900	27 TOTAL EXPENDITURES	2,533,700	2,533,700	0 27
28	564,718	675,520		28 UNAPPROPRIATED ENDING FUND BALANCE			28
29	2,288,818	2,398,099	2,371,900	29 TOTAL	2,533,700	2,533,700	0 29

\*Includes unappropriated Balance Budgeted Last Year

FORM LB-35

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

Bond Debt Payments are for:  
General Obligation Bonds X  
Revenue Bonds     
**SEAL ROCK WATER DISTRICT**  
(Name of Municipal Corporation)

Historical Data			GENERAL OBLIGATION BONDS RESOURCES AND REQUIREMENTS	Budget for Next Year 2018-19		
Actual Second Preceding Year 2016-17	Actual First Preceding Year 2016-17	Adopted Budget This Year 2017-18		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
			<b>Resources</b>			
			Beginning Fund Balance:			
1			1. Cash on Hand (Cash Basis), or			1
2	275,861	282,648	2. Working Capital (Accrual Basis)	425,000	425,000	2
3	23,631	23,406	3. Previously Levied Taxes Estimated to be Received 02-4000	22,000	22,000	3
4	695	766	4. Earnings from Temporary Investments 4050	600	600	4
5	1,518	866	5. Miscellaneous Income 4060	500	500	5
6	65,471	9,535	6. Boundary Withdrawal Income 4012	9,490	9,490	6
7	367,176	317,221	7. Total Resources, Except Taxes to be Levied	457,590	457,590	0 7
8		910,945	8. Taxes Necessary to Balance *	716,360	716,360	8
9	514,619	551,640	9. Taxes Collected in Year Levied * 4010			9
10	881,795	868,861	10. TOTAL RESOURCES	1,173,950	1,173,950	0 10
			<b>Requirements</b>			
			<b>Bond Principal Payments</b>			
			Issue Date	Budgeted Payment Date		
11	0	109,501	11. 2016 0660	12/1/18	111,560	111,560 11
12	70,000	70,000	12. 2013 0650	5/31/19	75,000	75,000 12
13	33,762	36,341	13. 2011 0630	10/20/18	37,710	37,710 13
14	235,000	255,000	14. 2012 0640	6/30/19	260,000	260,000 14
15	338,762	470,842	15. Total Principal		484,270	484,270 0 15
			<b>Bond Interest Payments</b>			
			Issue Date	Budgeted Payment Date		
16	0	64,707	16. 2016 0670	12/1/18	62,660	62,660 16
17	63,802	61,003	17. 2013 0750	11/30/18, 5/31/19	58,210	58,210 17
18	57,452	54,873	18. 2011 0730	10/26/18	53,510	53,510 18
19	139,131	127,007	19. 2012 0740	12/1/18, 6/30/19	120,640	120,640 19
20	260,385	307,590	20. Total Interest		295,020	295,020 0 20
			<b>Unappropriated Balance for Following Year</b>			
			Issue Date	Payment Date		
21		174,200	21. 2016	12/1/2019	174,200	174,200 21
22		91,220	22. 2011	10/27/19	91,200	91,200 22
23		64,000	23. 2012	12/1/19	55,600	55,600 23
24		30,500	24. 2013	12/30/19	29,000	29,000 24
25	282,648	261,990	25. Total Unappropriated Ending Fund Balance		350,000	350,000 0 25
26		47,338	26. Tax Credit Reserve 2013 (2007) G.O. Bond ** C.o.N.		44,660	44,660 26
27	881,795	868,861	27. TOTAL REQUIREMENTS		1,173,950	1,173,950 0 27

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

FORM  
LB-35

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

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

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

Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year 2018-19			
Actual		Adopted Budget This Year 2017-18		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2015-16	First Preceding Year 2016-17						
			<b>Resources</b>				
			Beginning Fund Balance:				
			1. Cash on Hand (Cash Basis), or			1	
	266	204	40 2. Working Capital (Accrual Basis)	13,100	13,100	2	
	50	44	20 3. Earnings from Temporary Investments 04-4049,4050	20	20	3	
	74,230	74,330	148,500 4. Transfer from General Fund (pg. 4) 4190	134,000	134,000	4	
			5. Loan Proceeds 4015			5	
			6.			6	
	74,546	74,578	148,560 7. Total Resources, Except Taxes to be Levied	147,120	147,120	0 7	
			0 8. Taxes Necessary to Balance *			8	
	0	0	9. Taxes Collected in Year Levied *			9	
	74,546	74,578	148,560 10. TOTAL RESOURCES	147,120	147,120	0 10	
			<b>Requirements</b>				
			<b>Bond Principal Payments</b>				
			Issue Date	Budgeted Payment Date			
	0	18,200	11. 2016 - IFA 6630	12/1/18	17,690	17,690	11
	35,738	36,721	36,601 12. 2012 6620	6/01/19	38,770	38,770	12
	35,738	36,721	54,801 13. Total Principal		56,460	56,460	0 13
			<b>Bond Interest Payments</b>				
			Issue Date	Budgeted Payment Date			
	0	2,028	14. 2016 - IFA 6730	12/1/18	1,090	1,090	14
	38,594	37,611	37,731 15. 2012 6720	6/01/18	35,570	35,570	15
		54,000	0 16. 2016 - CVB 6740	10/1/18	54,000	54,000	16
	10	30	0 17. Miscellaneous 5380,5729,5732				17
	38,604	37,641	93,759 18. Total Interest		90,660	90,660	0 18
			<b>Unappropriated Balance for Following Year By</b>				
			Issue Date	Payment Date			
			19.				19
			20.				20
			21.				21
			22.				22
	204	216	0 23. Total Unappropriated Ending Fund Balance		0	0	0 23
	74,546	74,578	148,560 24. TOTAL REQUIREMENTS		147,120	147,120	0 24

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

FORM  
LB-10

**SPECIAL FUND  
RESOURCES AND REQUIREMENTS  
CAPITAL PROJECTS FUND  
Fund**

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

	Historical Data			DESCRIPTION  RESOURCES AND REQUIREMENTS	Budget for Next Year 2018-19		
	Actual		Adopted Budget This Year 2017-18		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2015-16	First Preceding Year 2016-17					
				Beginning Fund Balance:			
1				1 *Cash on Hand (Cash Basis), or			1
2	83,625	1,305,057	450,000	2. *Working Capital (Accrual Basis)	500,000	500,000	2
3	74,999	0	0	3 City of Newport Contribution/Newport Interie 4018	0	0	3
4	7,824	4,217	5,000	4. Earning from Temporary Investments 4050	5,000	5,000	4
5				5. Transf. frm SDC (pg 11) Transf. frmWSIR (pg. 12)			5
6	82,170	134,000	150,000	6. Transf. frm GF (pg 4) 4180	175,000	175,000	6
7	481,520	1,059,869	5,230,000	7 Interim Loan / USDA Grant & Loan/G.O Bond 4016,4019,4020	12,630,000	12,630,000	7
8	3,851,000	5,193,785	9,338,000	8. Loan Proceeds 4017	383,500	383,500	8
9	4,581,138	7,696,928	15,173,000	9. Total Resources, Except Taxes to be Levied	13,693,500	13,693,500	0 9
10			0	10. Taxes Necessary to Balance			10
11	0			11. Taxes Collected in Year Levied			11
12	4,581,138	7,696,928	15,173,000	12 TOTAL RESOURCES	13,693,500	13,693,500	0 12
				<b>REQUIREMENTS</b>			
13				13 CAPITAL OUTLAY - System Improvements:			13
14	51,914			14. Source Water Recon. Study/Preliminary 5713,5714,5716			14
15				15. Environmental Study			15
16	305,615	331,703	1,500,000	16. Engineering/Geotech/FEMA 5710, 5711,5712	2,450,000	2,450,000	16
17	75,989	53,523	210,000	17 Legal/Admin/Financing 5713,5714,5716,5717	960,000	960,000	17
18	2,167,782	1,230,450	10,600,000	18. Construction / Contractor 5716,5718	8,920,000	8,920,000	18
19	570,336	0	100,000	19. City of Toledo Capital Improvement 5790	100,000	100,000	19
20	21,390	95,190	190,000	20. Interim Loan Interest 5050	200,000	200,000	20
21	0	5,051,000	0	21. Interim Loan Payments 5090			21
22	73,322	0	0	22. Newport Interie 5755,5756,5759			22
23	9,731	202,140	873,000	23. SRWD Major Improvements 5756, 5770,5772,5773	963,500	963,500	23
24		125,357	1,700,000	24. EMR/AMI Project 5708,5709,5709	100,000	100,000	24
25				25. Source Water Site			25
26				26. Transfers:			26
27				27. Water Source Enhancement (pg 13)			27
28	1,305,059	607,565	0	28. UNAPPROPRIATED ENDING FUND BALANCE	0	0	0 28
29	4,581,138	7,696,928	15,173,000	29. TOTAL REQUIREMENTS	13,693,500	13,693,500	0 29

\*Includes unappropriated Balance Budgeted Last Year

FORM  
LB-11

RESERVE FUND  
RESOURCES AND REQUIREMENTS

SEAL ROCK WATER DISTRICT

R.D. REQUIREMENT RESERVE  
Fund

Any balance in a fund referred to in ORS 280 110 that is not expended or obligated by definite commitments within 12 years from the date of the election or the adoption of the ordinance or resolution pursuant to which the fund was established shall revert to and become a part of the general fund of the subdivision and shall be transferred thereto by the treasurer or other financial officer thereof. Annual contributions to such funds shall be limited to a period not to exceed ten years.  
Last year for fund 2042-43 Last year for contributions 2024-25

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

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year			
	Actual		Adopted Budget This Year 2017-18		2018-19		Adopted By Governing Body	
	Second Preceding Year 2015-16	First Preceding Year 2016-17			Proposed By Budget Officer	Approved By Budget Committee		
				RESOURCES				
				Beginning Balance				
1				1. Cash on Hand * (cash basis), or				1
2	24,361	31,812	39,200	2. Working Capital * (accrual basis)	46,700	46,700		2
3				3. Previously levied taxes estimated to be received				3
4	51	50	50	4. Earning from temporary investments 05-4050	50	50		4
5	7,400	7,430	7,430	5. Transferred from other funds 4180	7,430	7,430		5
6				6. Reimbursement from GF				6
7				7.				7
8				8.				8
9	31,812	39,292	46,680	9. Total Resources, except taxes to be levied	54,180	54,180	0	9
10			0	10. Taxes necessary to balance				10
11				11. Taxes collected in year levied				11
12	31,812	39,292	46,680	12. TOTAL RESOURCES	54,180	54,180	0	12
				REQUIREMENTS				
13				13.				13
14				14. CAPITAL OUTLAY:				14
15			46,680	15. Emergency System Repair/Bond Payment 5780	54,180	54,180		15
16				16.				16
17				17. Transfer to General Fund (pg. 1) 5900				17
18				18.				18
19				19.				19
20				20.				20
21				21.				21
22				22.				22
23				23.				23
24				24.				24
25				25.				25
26				26.				26
27				27.				27
28	31,812	39,292	0	28. RESERVE FOR FUTURE EXPENDITURE	0	0	0	28
29	31,812	39,292	46,680	29. TOTAL REQUIREMENTS	54,180	54,180	0	29

\*Includes unappropriated Balance Budgeted Last Year

FORM  
LB-11

RESERVE FUND  
RESOURCES AND REQUIREMENTS

SEAL ROCK WATER DISTRICT

SLARRA/DEPRECIATION RESERVE  
Fund

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

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

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS  RESOURCES	Budget for Next Year		2018-19  Adopted By Governing Body
	Actual		Adopted Budget This Year 2017-18		Proposed By Budget Officer	Approved By Budget Committee	
	Second Preceding Year 2015-16	First Preceding Year 2016-17					
				Beginning Balance			
1				1. Cash on Hand * (cash basis), or			1
2	102,294	105,334	137,000	2. Working Capital * (accrual basis)	220,000	220,000	2
3				3. Previously levied taxes estimated to be received			3
4	294	676		4. Earning from temporary investments 11-4050	600	600	4
5	50,000	50,000	84,000	5. Transfer from General Fund (pg. 4) 4180	134,000	134,000	5
6				6.			6
7				7.			7
8				8.			8
9	152,588	156,010	221,000	9. Total Resources, except taxes to be levied	354,600	354,600	0 9
10			0	10. Taxes necessary to balance			10
11				11. Taxes collected in year levied			11
12	152,588	156,010	221,000	12. TOTAL RESOURCES	354,600	354,600	0 12
				REQUIREMENTS			
13				13.			13
14				14. CAPITAL OUTLAY (General Fund)			14
15			141,000	15. Replace Depreciated Item 5751	274,600	274,600	15
16	39,298		50,000	16. Vehicle Repl. Program/Heavy Equipment 5820	50,000	50,000	16
17	7,956	10,033	30,000	17. Office Equipment & Machines 5410	30,000	30,000	17
18				18.			18
19				19.			19
20				20.			20
21				21.			21
22				22.			22
23				23.			23
24				24.			24
25				25.			25
26				26.			26
27				27.			27
28	105,334	145,977	0	28. RESERVE FOR FUTURE EXPENDITURE	0	0	0 28
29	152,588	156,010	221,000	29. TOTAL REQUIREMENTS	354,600	354,600	0 29

\*Includes unappropriated Balance Budgeted Last Year

FORM  
LB-11

RESERVE FUND  
RESOURCES AND REQUIREMENTS

SEAL ROCK WATER DISTRICT

SYSTEM DEVELOPMENT CHARGES  
Fund  
(Formerly System Investment Plan Reserve)

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

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

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year			
	Actual		Adopted Budget This Year 2017-18		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2015-16	First Preceding Year 2016-17						
				Beginning Balance				
1				1. Cash on Hand * (cash basis), or				1
2	79,591	148,452	207,000	2. Working Capital * (accrual basis)	280,000	280,000		2
3				3.				3
4	322	766	500	4. Earning from temporary investments 13-4050	600	600		4
5				5. Transfer from General Fund (pg. 4) 4180				5
6				6. Transfer from Capital Project Fund (pg. 8)				6
7	68,540	84,422	58,728	7. System Development Charges 4400	58,728	58,728		7
8				8.				8
9	148,453	233,640	266,228	9. Total Resources, except taxes to be levied	339,328	339,328	0	9
10			0	10. Taxes necessary to balance				10
11				11. Taxes collected in year levied				11
12	148,453	233,640	266,228	12. TOTAL RESOURCES	339,328	339,328	0	12
				REQUIREMENTS				
13				13. CAPITAL OUTLAY:				13
14				14.				14
15				15. SDC - plan update: SRWD 5726,5728,5780				15
16				16. Master Plan Study/Update 5710				16
17		12	266,228	17. SDC Improvements 5727	339,328	339,328		17
18				18.				18
19				19. TRANSFERS:				19
20				20. CPF Master Plan phase 3 (pg. 8) 5800				20
21				21. Water Source Enhancement (pg. 12) 5800				21
22				22.				22
23				23.				23
24				24.				24
25				25.				25
26				26.				26
27				27.				27
28	148,453	233,628	0	28. RESERVE FOR FUTURE EXPENDITURE	0	0	0	28
29	148,453	233,640	266,228	29. TOTAL REQUIREMENTS	339,328	339,328	0	29

\*Includes unappropriated Balance Budgeted Last Year



FORM  
LB-11

**RESERVE FUND**  
**RESOURCES AND REQUIREMENTS**  
**WATER SOURCE & DISTRIBUTION SYSTEM IMPROVEMENT RESERVE**  
**Fund**

**SEAL ROCK WATER DISTRICT**

This fund is authorized by ORS 280.100 and established by resolution / ordinance number 0400-01, on April 27, 2000, extended per Resolution #0411-01 (4/21/11), for the following specified purposes: For maintaining and enhancing of water sources & improving SRWD Distribution System.  
\$1,000,000 annual / \$2,000,000 max.

(Formerly Toledo Investment Plan Reserve)

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

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year			
	Actual		Adopted Budget This Year 2017-18		2018-19		Adopted By Governing Body	
	Second Preceding Year 2015-16	First Preceding Year 2016-17			Proposed By Budget Officer	Approved By Budget Committee		
				<b>RESOURCES</b>				
				Beginning Balance				
1				1. Cash on Hand * (cash basis), or				1
2	500,562	507,376	575,000	2. Working Capital * (accrual basis)	720,000	720,000		2
3				3. Previously levied taxes estimated to be received				3
4	1,933	5,283	2,000	4. Earning from temporary investments 20-4050	2,000	2,000		4
5	100,000	96,900	158,020	5. Transfer from General Fund (pg. 4) 4160	189,570	189,570		5
6				6.				6
7				7.				7
8				8. Grant Lincoln County - Desalination				8
9	602,495	609,559	735,020	9. Total Resources, except taxes to be levied	911,570	911,570	0	9
10			0	10. Taxes necessary to balance				10
11				11. Taxes collected in year levied				11
12	602,495	609,559	735,020	12. TOTAL RESOURCES	911,570	911,570	0	12
				<b>REQUIREMENTS</b>				
13				13.				13
14				14. CAPITAL OUTLAY:				14
15				15.				15
16				16. Desalination Feasibility Study				16
17	65,283		200,000	17. City of Toledo - Improvements 5670	200,000	0		17
18			200,000	18. Other Water Source Improvement 5672	200,000	200,000		18
19			100,000	19. Consultants	100,000	100,000		19
20	29,837	511	235,020	20. SRWD System Improvement 5674	411,570	611,570		20
21				21. Transfer to CPF (pg. 8)				21
22				22.				22
23				23.				23
24				24.				24
25				25.				25
26				26.				26
27				27.				27
28	507,375	609,048	0	28. RESERVE FOR FUTURE EXPENDITURE	0	0	0	28
29	602,495	609,559	735,020	29. TOTAL REQUIREMENTS	911,570	911,570	0	29

\*Includes unappropriated Balance Budgeted Last Year



FORM  
LB-11

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

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

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

RESERVE FUND  
RESOURCES AND REQUIREMENTS

SRWD LAND & BUILDINGS RESERVE  
Fund

SEAL ROCK WATER DISTRICT

Any balance in a fund referred to in ORS 280.110 that is not expended or obligated by definite commitments within 12 years from the date of the election or the adoption of the ordinance or resolution pursuant to which the fund was established shall revert to and become a part of the general fund of the subdivision and shall be transferred thereto by the treasurer or other financial officer thereof. Annual contributions to such funds shall be limited to a period not to exceed ten years.  
Last year for fund 2020-22 Last year for contributions 2020-22

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year		2018-19		
	Actual		Adopted Budget This Year 2017-18		Proposed By Budget Officer	Approved By Budget Committee			Adopted By Governing Body
	Second Preceding Year 2015-16	First Preceding Year 2016-17							
				RESOURCES					
				Beginning Balance					
1				1. Cash on Hand * (cash basis), or				1	
2	134,651	135,120	135,000	2. Working Capital * (accrual basis)	137,000	137,000		2	
3				3. Previously levied taxes estimated to be received				3	
4	469	1,192	800	4. Earning from temporary investments 07-4050	800	800		4	
5				5. Transfer from General Fund (pg. 4) 4180				5	
6				6. Grant Income 4018				6	
7				7. Loan Proceeds 4017				7	
8				8.				8	
9	135,120	136,312	135,800	9. Total Resources, except taxes to be levied	137,800	137,800	0	9	
10			0	10. Taxes necessary to balance				10	
11	0	0		11. Taxes collected in year levied				11	
12	135,120	136,312	135,800	12. TOTAL RESOURCES	137,800	137,800	0	12	
				REQUIREMENTS					
13				13.				13	
14				14. CAPITAL OUTLAY:				14	
15			135,800	15. Land / Office and Shop buildings 5730	137,800	137,800		15	
16				16. Misc. Expense/Engineering 5731				16	
17				17. Interim Loan Payment 5060				17	
18				18. Legal 5732				18	
19				19. Architect 5733				19	
20				20. Administration 5736				20	
21				21. Interest Expense 5050				21	
22				22.				22	
23				23.				23	
24				24.				24	
25				25.				25	
26				26.				26	
27				27.				27	
28	135,120	136,312	0	28. RESERVE FOR FUTURE EXPENDITURE	0	0	0	28	
29	135,120	136,312	135,800	29. TOTAL REQUIREMENTS	137,800	137,800	0	29	

\* Includes unappropriated Balance Budgeted Last Year



# Seal Rock Water District

DATE ACTION REQUESTED: May 10, 2018						
Ordinance	Resolution	X	Motion	X	Information	
Date Prepared: April 30, 2018			Dept.: Administration			
SUBJECT: Consider a Resolution Adopting and Approving a Water Rate Adjustment for FY 2018 - 2019			Contact Person for this Item: Adam Denlinger, General Manager adenlinger@srwd.org, 541-563-4447			

**RECOMMENDED BOARD ACTION:**

Consider Resolution No. 0518-01 authorizing the District to adopt a Water Rate Increase in the amount 1.5%.

**FINANCIAL IMPACTS:**

Adjustment in rate will cover the cost of increase in wholesale water from the District's source water provider.

**DISTRICT GOAL:**

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

**BACKGROUND:**

At the April 12, 2018, regular SRWD Board of Commissioners meeting, Commissioners reviewed and discussed the need for a water rate increase. The Board of Commissioners evaluated several rate scenarios provided by staff that consider including the first 1000 GAL in per usage rate, while taking into consideration an increase of \$.50 to the base rate. Proposed increase will cover the increase in the cost of wholesale water from the District's source water provider. It is anticipated that the District can expect future increases in the purchase cost of source water.

Following the direction of the Board, staff scheduled a public hearing on May 10, 2018 to receive public comments regarding the proposed rate. Public was given the opportunity to review the proposed rate adjustment of 1.5% to take effect beginning with the June – July 2018 meter reading cycle for the statements mailed at the end of July 2018.

Submitted By:

Adam Denlinger, General Manager

35

**SEAL ROCK WATER DISTRICT RATE  
ADJUSTMENT RESOLUTION**

**RESOLUTION NO. 0518-01**

**RESOLUTION ADJUSTING THE RATE FOR 2018-2019**

**WHERE AS**, the SRWD Board of Commissioners considered several rate adjustment scenarios on April 12, 2018 and,

**WHERE AS**, Pursuant to ORS 264.312 the rate hearing conducted on May 10, 2018 included a rate increase for FY 2018 – 2019 and;

**WHERE AS**, future rate increases require public hearing pursuant to ORS 264.312 which was held on May 10, 2018 and, **Now therefore**;

**BE IT HERBY RESOLVED, THAT;**

1. Water rate will increase between .1% and 1.52% depending upon usage, beginning with the June-July meter reading cycle for the statements mailed at the end of July 2018. The effect of the increase for a domestic customer that uses 1,000 gallons per month is \$.30 a month (from \$38.40 to \$38.70). The calculation process for outside district customer water rates will remain at 150% of the inside district rates.

**THE ABOVE RESOLUTION STATEMENTS WERE APPROVED AND DECLARED ADOPTED ON THIS 10<sup>TH</sup> DAY OF MAY 2018**

\_\_\_\_\_

**JOHN GARCIA, PRESIDENT  
SRWD BOARD OF COMMISSIONERS**



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

# Seal Rock Water District

<b>DATE ACTION REQUESTED: May 10, 2018</b>							
<b>Ordinance</b>		<b>Resolution</b>		<b>Motion</b>	<b>X</b>	<b>Information</b>	
<b>Date Prepared: April 30, 2018</b>				<b>Dept.: Administration</b>			
<b>SUBJECT: Mid-Coast Water Planning Partnership</b>				<b>Contact Person for this Item:</b> Adam Denlinger, General Manager adenlinger@srwd.org, 541-563-4447			

**RECOMMENDED BOARD ACTION:**

Consider contributing to the Mid-Coast Water Planning Partnership

**FINANCIAL IMPACTS:**

Contribution to the Partnership could come from Source Water Reserves.

**DISTRICT GOAL:**

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

**BACKGROUND:**

Recently staff participated in a budget conversation with Oregon Water Resources Department (OWRD) regarding the Department’s budget for next year and the availability to receive additional grant funding toward the completion of the Mid-Coast Integrated Water Resources Planning Study. OWRD has agreed to provide the Partnership with \$7,500.00 in grant funds to be used for the planning process. This funding will help to keep consultants active and working towards completing the study.

The Mid-Coast Water Planning Partnership (MCWPP) has accomplished a great deal through partner collaborations. The partnership needs to raise additional funds to close our funding gap this spring (by June 15). Fortunately, OWRD has generously offered a 2:1 challenge grant up to \$15,000. If the Partnership can raise \$7,500, we can take full advantage of this grant. Please review the details of this opportunity in the attached request. The funding shortfall needed to fund the program through June of this year well exceeds the \$15,000.00 grant opportunity being offered by OWRD.

Some of the benefits the District has already recognized include:

- The partnership creates opportunities to develop relationships for developing mutual aid agreements for disaster recovery.
- Provides opportunities for joint grant applications; partnering with other water providers to demonstrate regional impact that benefit the agency locally.
- Fosters conversations to aid in understanding the needs of each agency and the overall regional impact

- Increased access to mitigation funding because the District’s water resiliency issues are identified in the statewide regional plan.

It could also be said that the District has already benefited from taking a leadership position in this planning process, and I greatly appreciate the Board’s generosity to allow the District to participate. Having the designation as the largest water District on the Oregon Coast is a compelling reason to maintain a leadership presence in this place based planning process. Recently our District was recognized by Oregon Business Development Department’s Safe Drinking Water Revolving Loan Fund Program for our participation in the Mid-Coast Water Planning Process. This recognition allowed the District to benefit from a substantial funding package towards the District Phase-4 Beaver Creek Source Water Project.

To date, financing for the planning process has come only from the City of Newport, OWRD, and from grants. The Place Based Planning Resources include a grant from OWRD for \$135,000, contribution from the City of Newport in the amount of \$135,000 and a grant from Meyer Memorial Trust for \$90,000. Bringing the total resource amount to \$360,000. The partnership continues to work with funding agencies like Meyers Memorial Trust, Ford Family Foundation, OWRD and Oregon Kitchen Table to secure additional funding towards completing the study. This Place Based Planning process is a very comprehensive 5-step process identified in the States recently approved Integrated Water Resources Strategy. The Mid-Coast Basin was chosen by the State as one of four pilots throughout the State. The Partnership has just completed step-2 in the process, and is expected to take 5-years to complete the study at a total cost of \$700,000.

Many of the District’s Beaver Creek Source Water project development stakeholders are participating in the MCWPP, and I feel compelled to bring this item forward for your consideration and request to provide participating funding. Following the theme of OWRD, would the Board like to consider a challenge to other partnership water districts to match the District’s contribution? Because this project study area directly involves evaluating source water needs and concerns from a regional perspective, it would seem appropriate that participating funding could come from the District’s Source Water Reserve Account. Alternatively, because this funding request will be used to fund consultant tasks, if the Board elects to participate, funds could come from consultant services.

Staff is convinced that everything the District does from this point forward as a participant in this place based planning process builds momentum for a positive outcome, allowing the District to recognize the Board’s objective of developing a primary source of water for the community we serve. Any amount the District can contribute will be greatly appreciated by the partnership.

Submitted By: \_\_\_\_\_  
 Adam Denlinger, General Manager

## Drinking Water in Seal Rock: Partnering to “Protect the Source”

*By Adam Denlinger, General Manager, Seal Rock Water District*

In the spirit of this year’s National Drinking Water Week theme, “Protect the Source,” I want to recognize how successful technology and partnerships are conserving water resources to benefit the people throughout the Seal Rock Water District (SRWD) and the landscape that supplies our water.

As part of our ongoing commitment to maintain a high quality of life for our citizens through cost-effective, innovative systems, the District recently completed installation of an advanced metering infrastructure (AMI) system for our water utility system. Advanced metering supports the District’s commitment to preserve and protect our environment. The technology not only takes meter readers off the road and reduces carbon emissions; AMI also enhances the District’s ability to quickly detect and stop leaks in the transmission system while providing end-user customers with daily information that helps them improve their own water conservation efforts.



The project entails replacing every residential and commercial water meter in the District with new, state-of-the-art technology that wirelessly communicates usage data to the District office. This innovative system replaces monthly manual reads with multiple remote reads per day, allowing for better leak detection, increased billing accuracy, and improved customer service.

The data offers us a better understanding regarding the flow of water through the system which, in turn, will allow the District and our customers to control unaccounted-for water, reduce our demand on the stream, and “protect the source.” Reducing the amount of water we remove from coastal streams, many of which are already impaired as a result of overallocated withdrawals, translates to better stream health and a more sustainable water supply for the future.

While the system is still in its infancy, the District has already received an overwhelming positive response from customers who have received notification of high water use generated through the AMI program. The District has contacted approximately 30 customers with an alert to the potential of a water leak in their system. With the old system, high usage was detected only through monthly meter readings and generally left the customer with a high volume of water usage to pay for before fixes were made. With 2,525 connections, detecting water leaks early with AMI is already having a positive impact on the District, our customers and, ultimately, the environment.

SRWD is proud of the work we have done on this project, and we recognize that these environmental and rate-payer benefits are also made possible through partnership collaboration with our customers and the [United States Department of Agriculture \(USDA\) Rural Development](#), which financed the system improvements through its [Water and Waste Disposal Loan and Grant Program](#).

Protecting the environment is everyone's responsibility, and something the SRWD Board of Commissioners takes seriously. Water is a precious resource, using new technology like AMI allows communities like ours to ensure this precious resource is available for future generations.

Please feel free to contact the District at 541.563.3529 with questions or feedback. For more information regarding this project and other projects please visit us on our website at [www.srwd.org](http://www.srwd.org).