

1

**SEAL ROCK WATER DISTRICT**  
**Regular Board Meeting**  
**Thursday, January 10, 2019 @ 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                        | December/January – 2018/2019 |
| • Board Meeting Minutes               | December 13, 2018            |
| • Financial Report / Approve Invoices | December/January – 2018/2019 |
| • USDA Project Monitoring Report #39  | January 2019                 |
| • General Manager's Monthly Report    | December/January – 2018/2019 |

**4. Discussion and Information Items:**

- Consider SRWD Employee Performance Review Procedures.  
Presented by: Rob Mills, SRWD Board Commissioner
- Consider Oregon Postemployment Benefits (OPEB) Financial Reporting.  
Presented by: Joy King, Office Manager
- Consider Primary Source Water Project Update.  
Presented by: Adam Denlinger, General Manager

**5. Decision Items:**

- Consider approving the FY 2019 - 2020 Budget Calendar.  
Presented by: Adam Denlinger, General Manager
- Consider Appointing the SRWD Budget Officer for 2019 -2020 Budget Process.  
Presented by: Adam Denlinger, General Manager

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

- SRWD Office will be closed January 21, 2019 in honor of Martin Luther King Jr. Holiday.

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

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

**8. Adjournment: Next Meeting: February 14, 2019 @ 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>01-5064</b>						
GLEN MORRIS	110	Stipend	01/10/2019	50.00	.00	
JOHN GARCIA	108	Stipend	01/10/2019	50.00	.00	
KAREN OTTA	26	Stipend	01/10/2019	50.00	.00	
ROB MILLS	109	Stipend	01/10/2019	50.00	.00	
SAUNDRA MIES-GRANTHAM	109	Stipend	01/10/2019	50.00	.00	
Total 01-5064:				250.00	.00	
Grand Totals:				250.00	.00	

Dated: JAN-7-2019

General Manager: G. W. [Signature]

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

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

[Signature]

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>01-2011</b>						
OREGON DEPARTMENT OF RE	013019	4th Quarterly 2018 Unemployem	01/30/2019	249.74	.00	
Total 01-2011:				249.74	.00	
<b>01-2031</b>						
OREGON DEPARTMENT OF RE	013119	4th Quarterly 2018 Statewide Tran	01/31/2019	118.44	.00	
Total 01-2031:				118.44	.00	
Grand Totals:				368.18	.00	

Dated: JAN-1-2019

General Manager: A. Dunlin

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

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

*[Handwritten Signature]*

Report Criteria:

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

ORIGINAL

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>01-1310</b>						
JOHN RABOURN	121818	Refund Overpayment	12/18/2018	20.27	.00	
LORETTA WOLFE	121818	Refund Overpayment	12/18/2018	33.50	.00	
Total 01-1310:				53.77	.00	
<b>01-5063</b>						
BRENDI HARGROVE	122818	Quarterly Mileage Reimbursement	12/28/2018	63.71	.00	
JOCELYN KING	122818	Quarterly Mileage (Oct-Dec 2018)	12/28/2018	107.91	.00	
Total 01-5063:				171.62	.00	
<b>01-5290</b>						
STAPLES BUSINESS ADVANTA	8052566764	BIC Round Stic Xtra-Life Ballpoint	12/15/2018	5.51	.00	
STAPLES BUSINESS ADVANTA	8052566764	Staples 50% Recycled Multipurpo	12/15/2018	61.48	.00	
STAPLES BUSINESS ADVANTA	8052566764	Staples Copy Paper 8 1/2 x 11 Let	12/15/2018	38.95	.00	
STAPLES BUSINESS ADVANTA	8052566764	Pilot Gel Roller, Fine Point, Black,	12/15/2018	10.02	.00	
STAPLES BUSINESS ADVANTA	8052566764	2019 At-A-GLANCE Yearly Wall C	12/15/2018	8.11	.00	
Total 01-5290:				124.07	.00	
<b>01-5291</b>						
US POSTAL SERVICE - SEAL R	122718	15 rolls stamps (forever .50 cents)	12/27/2018	750.00	.00	
US POSTAL SERVICE - SEAL R	122718	2 sheets stamps (forever .21 cent)	12/27/2018	8.40	.00	
US POSTAL SERVICE - WALDP	122018	Bulk Mailing	12/20/2018	886.39	.00	
Total 01-5291:				1,644.79	.00	
<b>01-5310</b>						
TCB SECURITY SERVICES INC.	226521	Answering/Dispatch Services Mon	12/28/2018	40.00	.00	
TCB SECURITY SERVICES INC.	226521	Answering/Dispatch Services Lev	12/28/2018	4.40	.00	
Total 01-5310:				44.40	.00	
<b>01-5610</b>						
CENTRAL LINCOLN P U D.	122118	Utility Services x 15	12/21/2018	2,266.49	.00	
Total 01-5610:				2,266.49	.00	
<b>01-5634</b>						
ANALYTICAL LABORATORY GR	110928	Coliform, Presence/Absence by S	12/24/2018	245.00	.00	
Total 01-5634:				245.00	.00	
Grand Totals:				4,550.14	.00	

*v. Jones*

---

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

---

Dated: DEC-28, 2018

General Manager: A. Duntis

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

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

---

Report Criteria:

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

6

**SEAL ROCK WATER DISTRICT  
MINUTES OF THE  
Regular Board Meeting  
December 13, 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  
61  
62  
63  
64

- Call Regular Board Meeting:** President John Garcia called the regular board meeting to order at 1:30 p.m., Thursday, December 13, 2018.
- Present:** President John Garcia; Commissioner Glen Morris, Treasurer; Commissioner Saundra Mies-Grantham, Secretary; Commissioner Rob Mills, member. Staff: Adam Denlinger, General Manager; Joy King, Office Manager. See sign in sheet for public attendance.
- Excused Absences:** Commissioner Karen Otta
- Announcements:** None
- Public Comments:** David Young, property owner of the Beaver Creek Intake location was concerned about cutting trees at his property.
- Agenda Calendar:** Items on the consent calendar are Invoice Lists for November/December 2018; May 10, 2018 Board Meeting Minutes; July 12, 2018 Board Meeting Minutes; November 15, 2018 Board Meeting Minutes; November/December 2018 Financial Report/Invoices to approve; USDA Project Monitoring Report No. 38; and General Manager's Report. Commissioner Rob Mills motioned to approve the Consent Calendar. Motion was seconded by commissioner Saundra Mies-Grantham. Motion carried 4 – 0.
- Discussion and Information Items:**
- Primary Source Water:** Paul Berg, of Jacobs Engineering Design Team presented the 60% final design update for discussion and comments. Jenny, the design manager and Darren, the lead mechanical engineer did a 3D presentation of the Beaver Creek intake facility and the water treatment plant at Makai.
- There will be a backup power at the intake facility but the generator will not be onsite. It will be taken there when needed. The water storage/reservoir will hold 5 to 7 days of water without power. The electrical building will be built above 100 years flood plain.
- The raw water piping from the intake site to the water treatment plant at Makai will all be underground. The building will hold the membrane, an office, temperature control for heating and cooling, bathroom and storage room. According to the engineers' calculation using solar energy is not cost effective. It is mostly cloudy on the coast especially in the winter. There are also lots of trees on the site obstructing the available sunlight. There will be one 500,000 gallon clearwell and 2 backwash basins and a pipe that will take the backwash back to Beaver Creek. The clearwell needs repainting after 25 years and the plan includes a spot for a smaller clearwell 250,000 - 300,000 gallons that can be built in the future to be used when the bigger clearwell will be repainted. It was discussed that since the PER/ER mentioned a smaller clearwell, commissioner Glen Morris suggested to include the smaller clearwell in the design and will be built if there is enough funding and it could be removed if there is no funding. The fence onsite will be 8 foot hard wire. The building will have security type windows, will have cameras, motion detectors and door alarms. The security system will also be connected to SCADA. There will be a handicap parking and cement side walk. The surrounding of the building will be mostly compacted gravel. There is not much room for expansion since the surrounding properties are subject to conservation.
- The last thorough review of the final design is in February when the design is 90% finish. The plan is to put the project out to bid in early April and award the project in May. The window of construction following the regulatory permitting is in August.
- WesTech Membrane Filtration:** The District awarded the contract to WesTech to install the membrane filtration system at the Makai Treatment Plant. Dan Dye the Product Leader, introduced their team. He shared that the company has installed filtration systems from Florence to Rockaway Beach. The WesTech main office is located in Salt Lake City, Utah and they have 550 employees and 400+ of them are in Utah. Nate Rogers, Project Manager shared that they have finished a project in Montana similar to the SRWD Project. The importance for WesTech to work with

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

the contractor was discussed. Once the contractor is selected WesTech will work with them to coordinate the installation of the membrane filtration. The lifespan of the membrane is between 7-10 years and the warranty is 10 years. 7

**Whole Sale Water Rate:**

The District has received information from the City of Toledo and reviewed the calculation of how the rate was computed. The City council at last week's meeting approved by resolution a \$.16 reduction on the whole sale rate from \$3.40 to \$3.24 per thousand gallons of water. The mayor-elect and the City Council asked the District to have a project presentation on January 16. Paul Berg and Adam Denlinger will do the presentation. It was recommended that since the District desires to continue to have a relationship with the City of Toledo in using or supplying water that it's important to designate a board member to attend the presentation. It was the consensus of the Board for John Garcia to be the designated board member to attend the presentation. The City council is interested to see if the District might be able serve them water cheaper than developing Mill Creek. The District was approached by the City of Waldport who has grant funds to study a connectivity with SRWD. This is supported by the State resiliency and connectivity program in the region.

**Refinancing:**

The District is waiting for NOAA to complete its review of the Biological Assessment and release a Biological Opinion which will trigger the release of a Letter of Condition from USDA who will then obligate the \$6.549 M loan \$2.5 M grant. The possibility of refinancing the Line of Credit with Cashmere Valley Bank using G.O. Bond Authority was discussed. Holly Halligan, USDA Program Specialist mentioned that it might be possible to have the refinancing and Phase 4 loan considered as one loan saving financing cost. Doing this might be advantageous for the District if USDA will consider giving the District more grant.

**Decision Items:**

None

**Reports & Comments:**

The Board signed the Personnel Action Form for the General Manager, Adam Denlinger. The Office will be closed on Dec. 25, 2018 in observance of Christmas Day and Jan.1, 2019 in observance of New Year's Day. Registration for the SDAO Conference which will be held in Sunriver in February 2019 is open. The District will receive an SDAO Special District Recognition Award.

**Adjournment:**

Commissioner Rob Mills motioned to adjourn the meeting. President John Garcia adjourned the meeting at 3:00 p.m.

**Next Board Meeting:**

January 10, 2019 at 4:00 p.m. Regular Board Meeting.

---

Approved by Secretary

Date

Date: 1/3/19

Monthly Statistics		Comments		
Total customers	2563	Includes new connection Less Abandoned / Forfeited meter plus 3 SRWD meters (shop X 2 & office) plus 1 Hydrant meter		
New connections	2			
Reinstalls	0			
Abandonments / Forfeitures / Meter Removed	0			

Financial Report	Checking/MM	LGIP/PFMA	Fund Balances	Comments
General	\$389,667.52	\$16,792.47	\$406,459.99	
Bond	\$716,738.55	\$0.00	\$716,738.55	
Capital Projects	\$362,619.02	\$300,007.53	\$662,626.55	\$2,691,821.79 G.O. Bond Proceeds:
Revenue Bond	\$2,713.07	\$4,404.99	\$7,118.06	
Rural Development Reserve	\$0.00	\$48,679.73	\$48,679.73	
2000 Loan Reserve	\$0.00	\$0.00	\$0.00	
Dist. Office/Shop Reserve	\$2,523.97	\$136,904.39	\$139,428.36	
Depreciation Reserve	\$0.00	\$106,807.18	\$106,807.18	
Special Projects / ODOT Reserve	\$0.00	\$0.00	\$0.00	
SDC (formerly SIP)	\$0.00	\$366,642.88	\$366,642.88	\$878,394.00 sdc collections thru 12/31/18
Water Source Improvement Rsv	\$0.00	\$823,738.75	\$823,738.75	
<b>TOTALS</b>	<b>\$1,474,262.13</b>	<b>\$1,803,977.92</b>	<b>\$3,278,240.05</b>	

General Fund Review	Current	FYTD	Budgeted Amount	Comments
Revenue	\$161,292.56	1,082,495.63	\$2,533,700.00	
Expenses	\$147,614.96	908,210.03	\$2,533,700.00	Contingency \$100,000; Transfers \$640,000. Total expenses budgeted \$1,893,700.
Net Gain or (Loss) from Operations	\$13,677.60	\$174,285.60		

Water Sales Revenue Comparison	Month	FYTD	Comments
Projected Water Sales	\$142,879	\$921,463	Leak Adjustments & Billings Adjustments (YTD = July - June)
Actual + In Lieu of Water Sales Less H2O CR	\$133,764	\$957,213	Less: Billing Adj YTD -\$104.30; Leak Adj YTD \$1407.33
Over or (Under)	-\$9,115.25	\$35,750.40	TOTAL YTD ADJUSTMENTS \$1,303.03

Gallage Comparison	Current	Prior Year	Cost Comparison	Current	Prior Year
Gallons Purchased	7,627,000	7,744,000	Toledo Charges	\$25,931.80	\$25,942.40
Gallons Sold (includes accountable loss)	6,121,989	7,554,090	SRWD Sales	\$128,763.82	\$142,614.36
Variance %	19.73%	2.45%	Ratio: Sales/Cost	4.97	5.50
Accountable Water Loss (gallons)	725,000		City of Toledo Intertie Usage		0

Approval To Pay Bills	Payroll 12/7/18 \$19,908.79	Payroll 12/21/18 \$23,497.32
Month of:	December (after meetings)	January
GF A/P	\$4,550.14	GF A/P \$38,070.88 up to 1/7/19
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 \$0.00
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
MP - Phase 4 (IFA)	\$0.00	MP - Phase 4 (IFA) \$0.00
Prelim. MP- Phase 4	\$0.00	Prelim. MP- Phase 4 \$0.00
Water Source Impr.	\$0.00	Water Source Impr. \$0.00

Monthly Accrual Statistics	Beg. Balance	Accrued	Used/Paid	Balance
	11/30/2018			12/31/2018
Office Overtime Hours (2-01)	0.00	0.00	0.00	0.00
Field Overtime Hours (2-02)	0.00	2.00	2.00	0.00
PTO (3-01)	1834.43	121.86	40.25	1916.04
Comp Time (9-01 / 9-02)	118.51	12.76	6.50	124.77





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 January 10, 2019

*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-4 SOURCE WATER PROJECT:

Consultants continue to work with representatives from National Marine Fisheries Services (NMFS) a division of NOAA in an effort to receive a Biological Opinion (BiOp) in early January. The BiOp is now in review but has three legal reviewers to pass through, so we may not receive the BiOp before their statutory deadline of January 12th. While there are no official details from NMFS staff regarding any conditions that might be placed on the project, it sounds like there isn't anything major that would change the design significantly. Other permitting updates:

- The revised pipeline route was surveyed for cultural resources, none were identified. An addendum to the previously submitted report has been submitted to the State Historic Preservation Office (SHPO).
- The Joint Corp of Engineers, Department of State Land (DSL) permit application is drafted, and staff is working with the Lincoln County Planning and Development Department to complete the Land Use Compatibility Statement (LUCS).
- Consultant/Hydrologist is pulling information together to complete the Backwash Outfall, National Pollutant Discharge Elimination System (NPDES) permit application.
- The County Floodplain Development Permit and Utility Permits will be completed after the Conditional Use Permit (CUP) is drafted and in review with the county.

District staff continues to work with representatives from multiple State and Federal agencies to provide additional information, in an effort to expedite the review process. Phase-4 improvements project continues to move forward with several critical path tasks currently in progress:

- Easement and access agreements for construction and maintenance have been revised by the engineer for the development of legal description. District's legal counsel is working with property owners to execute access agreements.
- District staff will continue coordinating with USDA-RD funding representatives to provide information and updates related to the source water project.
- District crews continue working with consultants and have completed the first-year conditions of the Sampling and Analysis Plan (SAP) required as a condition of the District's water right permit for use of water on Beaver Creek.

- Final Design was approved by the Board in June and District staff attended a kick off meeting with the Jacobs design team on July 24, 2018. Staff attended a 30% completion briefing on October 2, 2018.
- Membrane Procurement RFP was advertised in the DJC on June 29, 2018, Proposal opening was scheduled for August 2, 2018. Purchase of membrane equipment was approved by the Board in November 2018.
- Engineer presented 60% final design at the December Regular Board Meeting.
- Staff is working with the engineering team to provide additional modifications for the completion of the 60% final design.

• **DECEMBER STORM DAMAGE:**

---

December storms generated power outages affecting the south end of the District, disabling communication at a few pump stations. These locations self-corrected as the power came back online. District crews worked to clear several downed trees preventing access to systems in right-of-ways located in the north area of the District.

The most significant issue crews responded to, included a downed tree over the Thiel Creek Chlorine Generation pump station located east of Hwy-101 off 98th Street. Crews removed a portion of the tree blocking access to the area and the building. Due to the size of the tree and attached root-ball, crews worked with a local contractor to provide the necessary equipment to safely remove the tree and prevent further damage to the building. Along with structural damage to the exterior of the building, there is some minor internal damage to both rooms of the pump station, to include damage to the SCADA cabinet.



Crews are working with a licensed contractor to complete permanent repairs. Estimated cost to replace a portion of the roof and rewire the SCADA system is \$5,000. Crews hope to have all repairs completed by the end of January.

• **OTHER NOTABLE ACTIVITIES FOR THE MONTHS OF DECEMBER/JANUARY INCLUDE:**

---

- Attended Mid-Coast Integrated Water Resources Coordinating Committee meetings.
- Hosted regional municipal and water district working group meeting.
- Attended SDAO Legislative Committee meetings in Salem.
- Attended SDAO/LOC emergency water preparedness meeting in Salem.
- Participated in project team meeting to discuss phase-4 permitting and 60% final design.
- Attended Toledo City Council meetings in January.
- Provided testimony to the House Energy and Environment Committee regarding the Mid-Coast Water Planning Partnership, in Salem December 13<sup>th</sup>.

- Provided input for the completion of the Management Discussion and Analysis (MD&A) report in preparation for completing the June30, 2018 audit report.
- Attended a meeting with consultants working on the Sampling and Analysis Plan (SAP) report for DEQ and OWRD. First year report information has been developed and submitted to State agencies as part of the District's conditions for withdrawal of water from Beaver Creek.
- District staff met with Newport Fire Chief and Municipal Airport Manager to discuss fire flows to the Airport.
- Met with representatives from USDA-RD to discuss Phase-4 funding application.
- Met with SDAO financial advisory services consultant to discuss options for financing Phase-4 improvements.

# Other Post Employment Benefit (OPEB)

12

## 2017 ORS 243.303<sup>1</sup>

### Local government authority to make health care insurance coverage available to retired officers and employees, spouses and children

(1) As used in this section:

- (a) "Health care" means medical, surgical, hospital or any other remedial care recognized by state law and related services and supplies and includes comparable benefits for persons who rely on spiritual means of healing.
- (b) "Local government" means any city, county, school district or other special district in this state.
- (c) "Retired employee" means a former officer or employee of a local government who is retired for service or disability, and who received or is receiving retirement benefits, under the Public Employees Retirement System or any other retirement system or plan applicable to officers and employees of the local government.

(2) The governing body of any local government that contracts for or otherwise makes available health care insurance coverage for officers and employees of the local government shall, insofar as and to the extent possible, make that coverage available for any retired employee of the local government who elects within 60 days after the effective date of retirement to participate in that coverage and, at the option of the retired employee, for the spouse of the retired employee and any unmarried children under 18 years of age. The health care insurance coverage shall be made available for a retired employee until the retired employee becomes eligible for federal Medicare coverage, for the spouse of a retired employee until the spouse becomes eligible for federal Medicare coverage and for a child until the child arrives at majority, and may, but need not, be made available thereafter. The governing body may prescribe reasonable terms and conditions of eligibility and coverage, not inconsistent with this section, for making the health care insurance coverage available. The local government may pay none of the cost of making that coverage available or may agree, by collective bargaining agreement or otherwise, to pay part or all of that cost.

(3) A local government and a health care insurer may not create a group solely for the purpose of rating or of establishing a premium for health care insurance coverage of retired employees and their dependents that is separate from the group for health care insurance coverage of officers and employees of the local government and their dependents. Nothing in this subsection prevents a local government from allocating rates or premiums differently among retired employees and their dependents and officers and employees of the local government

and their dependents once the rating or premium is established. [1981 c.240 §1; 1985 c.224 §1; 2001 c.604 §1; 2003 c.62 §1; 2003 c.694 §1]

13

Note: 243.303 (Local government authority to make health care insurance coverage available to retired officers and employees, spouses and children) was enacted into law by the Legislative Assembly but was not added to or made a part of ORS chapter 243 or any series therein by legislative action. See Preface to Oregon Revised Statutes for further explanation.

---

<sup>1</sup> Legislative Counsel Committee, *CHAPTER 243—Public Employee Rights and Benefits*, [https://www.oregonlegislature.gov/bills\\_laws/ors/ors243.html](https://www.oregonlegislature.gov/bills_laws/ors/ors243.html) (2017) (last accessed Mar. 30, 2018).



PO Box 190 – 1037 NW Grebe Street – Seal Rock, Oregon 97376  
Phone: 541.563.3529 – Fax 541.563.4246 – Email: [info@srwd.org](mailto:info@srwd.org)

# Seal Rock Water District

## Proposed Budget Calendar FY 2019-20

#	Description	Schedule	Dates
1	Appoint Budget Officer	January Regular Board Meeting	Jan. 10, 2019
2	Appoint/Reappoint Budget Committee	January Regular Board Meeting	Jan. 10, 2019
3	Publish 1st Notice of budget meeting	No more than 30 days before the meeting	Mar. 29, 2019
4	Publish 2nd Notice of budget meeting	No less than 5 days before the meeting	Apr. 10, 2019
5	*Budget Committee Meets for the first time	3rd Thursday in April	Apr. 18, 2019
6	Publish Notice/Summary Budget Hearing	5 to 30 days before Hearing	Apr. 26, 2019
7	Budget Hearing/determine Tax Levy	May Regular Board Meeting	May 9, 2019
8	Consider Resolutions to: <ul style="list-style-type: none"> <li>• Adopt budget</li> <li>• Make appropriations</li> <li>• Levy taxes by fund</li> </ul>	June Regular Board Meeting or special meeting but before June 30th	June 13, 2019
9	Submit tax certification to Assessor Office	By July 15th (date set by law)	July 5, 2019
10	Submit copy of complete budget to County Clerk	By September 30	July 5, 2019

*\*Additional meetings can be held if the budget is not approved by the Budget Committee on April 18, 2019*