

ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT MINUTES

15 December 2017

A quorum was present.

Water Board: Virginia Birkby, President
Debra Birkby, Treasurer
Dan Seifer

Excused Absent: Ron Schiffman, Vice-President

Sanitary Board: Darr Tindall (non-voting)
Casey Short (non-voting)

Public: Mike Manzulli
David and Jeannie Stockton

Staff: Phil Chick, District Manager
Steve Hill, Secretary

Ms. Virginia Birkby opened the meeting at 6:00pm.

Public Comments: None.

Agenda: Mr. Seifer moved acceptance of the agenda as presented which was seconded by Ms. Debra Birkby. All in favor. Motion carried.

Consent Agenda: Mr. Seifer moved adoption of the consent agenda with a change in the November 17th minutes in the website section to read 'name' in place of 'main'. Motion seconded by Ms. Debra Birkby. All in favor. Motion carried.

Mr. Chick presented correspondence (attached) from Ms. Jeannie Stockton addressing the proposed intergovernmental agreement (IGA) with Cannon View Park (CVP).

Old Business:

Watershed Update :

Public Engagement Strategy: (Action) Mr. Seifer moved adoption of the public engagement strategy (attached) which was seconded by Ms. Debra Birkby. It was decided to better understand the partners involved in this approach and the board and staff would continue to work on the strategy.

The following wording was taken from the wall board in reference to the "Activities" subheading on pg.2 of the Public Engagement Strategy.;

Manage the forest with the top priority being the production of high quality, clean drinking water while maintaining a healthy forest and conducting timber harvests." and was moved to the January meeting. Mr Chick and staff from Sustainable Northwest would work together on wording.

It was suggested that 'Arch Cape visitors' be worked into the vision statement.

Mr. Seifer moved to table the motion which was seconded by Ms. Debra Birkby. All in favor. Motion carried.

Board Room Map: (Information) Mr. Seifer said that having a board room map of the watershed and service area would be useful going forward. It was hoped that this map could be generated from an aerial photo and reflect property lines in red, existing roads and culverts, existing streams with an indication of which were fish bearing along with our service boundaries. It was suggested that the North Coast Land Conservancy (NCLC) could provide one to the district at no cost and Mr. Chick said he would see what they could provide and get back to Mr. Seifer with recommendations.

Community Forest Website Quote: (Action) Mr. Chick said that the revised quote (attached) from Micah Cerelli-Mastrandrea was approximately half of the original and reflected his contribution in site maintenance and simplification of pages for the web site.

Mr. Seifer moved acceptance of the revised quote which was seconded by Ms. Debra Birkby. All in favor. Motion carried.

Mr. Chick said he would present some domain names for board consideration at the next meeting.

Second Water Source Project Update: (Information) Mr. Chick indicated that there were site set back issues raised for a well situated on the water treatment plant property and that he would be working with the Oregon Health Authority for a possible rule clarification in that it would constitute an emergency source for the community. He said he would continue to investigate all possible sites including the water treatment plant and that we have an adequate supply for the foreseeable future.

Truck Purchase: (Information) The new truck was reported by Mr. Chick to be delivered in approximately 6 – 8 weeks. He said he had researched the IGA and the budget meeting materials reflecting a twenty thousand (\$20K) dollar amount set aside in the Sanitary District for the truck purchase. He suggested averaging the district split from the beginning of the IGA being fifty-eight (58%) percent and applied to the estimated cost of \$28,600. Add on items such as a canopy were still to be determined.

Mr. Seifer recommended using the current IGA percentage split with a lump sum contribution from the Sanitary District where the Water District would have vehicle title and a written lease

executed for the Sanitary District's right to use the truck on a non-exclusive basis for fifteen (15) years.

New Business:

New Board Member – Position 2: (Action) Ms. Debra Birkby moved appointment of Linda Jean Lapp Murray to the Position 2 unexpired term which was seconded by Mr. Seifer. All in favor. Motion carried.

Ms. Murray was said to be re-habilitating from an injury and it was hoped that she could be sworn in as the newest director at the first board meeting she could attend.

SDIS Longevity Credit Rate Lock Agreement: (Action) A \$692 credit (attached) was extended the district due to our low loss history. A date correction to the document for the coverage period was pointed out.

Ms. Debra Birkby moved that the District Manager be instructed to execute the agreement with SDIS for the next two years which was seconded by Mr. Seifer. All in favor. Motion carried.

It was reported that in the past account representatives had personally shared our districts insurance history and the options available going forward and that it would useful to have such a presentation in future.

Water/Sanitary District's Statistics Report: (Information) The current district statistics report (attached) was presented to board directors.

Multi Connection Policy: (Information) Mr. Chick said that a draft of a multi connection policy was underway and would be available at the January board meeting.

Reports:

Accounts Receivable: A/R was reported to be in good condition.

District Managers Report: (attached) Mr. Chick reported that we were good on the connection assumptions of the long range financial plan. Ms. Murray and Ms. Debra Birkby are scheduled to attend the next SDAO training meeting with Mr. Chick. The annual SDAO Conference is scheduled to be held in Seaside February 9th through 11th and Mr Chick would register any Board members interested in attending.

Treasurer's Report: The Columbia Bank checking account was reported at \$117,209 and the account with LGIP at \$50,572. All accounts were balanced.

Board of Directors' Comments and Reports: Mr. Seifer said that it was very helpful to receive written comment from the public and thanked Ms. Jeannie Stockton for her recently received correspondence.

January Agenda Items: (Information) Domain name, public engagement strategy, new director, multi connection policy, and board map.

Public Comment: Mr. Mike Manzulli said he felt it would be good to mention timber harvesting in communications to the public and that Cedar Love LLC, the Water Districts neighbor at the water plant and upper intake will be doing a restoration thinning on the upper ten (10) acres of their property. They will work with Mr. Chick to make sure the Water District is as unaffected by the operation as possible and plan to greatly exceed the Forest Practices Act riparian buffers. The cut would probably begin in January of next year and take approximately one third (1/3) of the available marketable trees on the north side of the road.

The meeting was adjourned by Ms. Virginia Birkby at 7:15pm.

Respectfully submitted,



Steve Hill

Attest


Ms. Virginia Birkby, President



Phil Chick <philchickacutil@gmail.com>

Possible Intergovernmental Cooperative Assistance Agreement

1 message

David <ordastock@hotmail.com>
To: Phil Chick <PhilChickACUtil@gmail.com>

Tue, Dec 12, 2017 at 10:38 PM

re: Possible Intergovernmental Cooperative Assistance Agreement between the Arch Cape Water District (ACWD) and the Cannon View Park (CVP), Inc.

This possible agreement was presented at the November 2017 ACWD meeting. During public comments, I was asked to send my statement to Mr. Phil Chick.

I look at this possible intergovernmental agreement two ways: one is being neighborly, the other is being more business-like.

It is my understanding that we have in place a letter of understanding between ACWD and CVP. That seems reasonable. It is neighborly to help when we are able to do so without adversely impacting our ratepayers and services.

This possible agreement seeks to establish a more business-like agreement. In reading though it, I ask what the benefits are to ACWD and our ratepayers. As a minimum, the agreement and its language would need to be reviewed by the ACWD Attorney. That alone would incur a cost of time and money for unclear benefits.

ACWD has full-time, trained employees; equipment, tools, spare parts; a professionally-run organization; excellent water quality with consistent testing; capable billing and accounting systems in place; considerable investment in the existing infrastructure and water-treating capacity, as well as the potential for expansion. The Water Board is managed by volunteer citizens who seek to stay current, adhere to the highest standards, protect the rate-payers and assets of the ACWD, and plan for the future, both short and long-term.

It appears that historically CVP chose to be on their own to save money and to avoid being part of the ACWD.

Previously I attended a meeting when CVP came before the ACWD, suggesting a proposal which was not accepted. It did not appear to be mutually beneficial.

Before ACWD enters into an intergovernmental agreement, there should be benefits for ACWD and our ratepayers. This does not appear to be the case with this possible agreement.

In time, ACWD will likely grow and provide services to more homes and possibly businesses. CVP may not grow proportionately.

CVP may determine in the future that it benefits CVP and their ratepayers to be part of ACWD. This may be 20, 50, or more years from now. If they did wish to consider this, they do have an asset that may diversify the ACWD water source. At that time it might be appropriate to look at whether the CSP asset could be integrated with the ACWD system. This consideration may enable the CVP ratepayers to have reduced development charges should both ACWD and CVP wish to move in this direction.

Thank you for your consideration. I appreciate all you do in your professional service to our community.

Sincerely,
Jeannie Stockton

1.

Arch Cape Domestic Water Supply District Board
Watershed Restoration and Community Forest Creation
Public Engagement Strategy
Updated December 1st, 2017

<u>PURPOSE</u>	1
<u>CORE PARTNERS AND ROLES</u>	1
<u>STAFFING</u>	2
<u>COMMUNICATIONS AND MESSAGING</u>	2
<u>MONTHLY BOARD MEETINGS</u>	3
<u>QUARTERLY NEWSLETTER</u>	3
<u>ANNUAL FIELD TRIP</u>	3
<u>TARGET AUDIENCES</u>	3
<u>APPENDIX 1. SUPPORTING INFORMATION</u>	1
<u>LIST OF ATTACHMENTS AND REFERENCES</u>	1

Purpose

The purpose of the Arch Cape Domestic Water Supply District Board's *Watershed Restoration and Community Forest Public Engagement Strategy* is to identify and describe the pathways to community participation in the acquisition and management of the Arch Cape drinking water source area.

Core Partners and Roles

This strategy was developed in partnership with North Coast Land Conservancy and Sustainable Northwest. The activities described herein are intended to complement existing communications, public engagement, and campaigns led by these partner organizations. Each of the partners plays a critical role in the success of this project.

Arch Cape Domestic Water Supply District

Identity and Role: The District supplies clean, safe, and affordable water to the residents and visitors of Arch Cape. The District is the future owner of the community forest, which will be managed with community input on the management plan and through elected representation on the District Board.

Activities:

- Hold title to land and/or easement;
- Have decision-making and budgetary authority;
- Ensure long-term protection of the conservation values of the forest;
- Manage the forest for high-quality, clean drinking water.

Communications strategy

- Conversations with customers and residents in Arch Cape;
- Emails to customers and direct mail to residents;
- Lead designer for branding and consistent visual elements;
- Focus on messages relating to clean water and what community forestry can do for Arch Cape

North Coast Land Conservancy

Identity and Role: The Conservancy is the region's land trust dedicated to preserving habitat, conserving land, and engaging people with nature. The Conservancy is the District's conservation partner and future neighbor within the Rainforest Reserve.

Strategies and Core Strengths

- Buying land - including forests and wetland;
- Conservation easement acquisition, monitoring, and enforcement;
- Education, outreach, and meeting facilitation.

For example, NCLC's role for the City of Cannon Beach was to lead fundraising and transaction activities for the Ecola Creek Watershed Reserve.

Sustainable Northwest

Sustainable Northwest: a non-profit committed to increasing the extent and scale of community forests in the Pacific Northwest. The organization is providing technical assistance in support of the District's interest in protecting the drinking water source area and creating a community forest.

Strategies and Core Strengths

- Facilitating public meetings;
- Grantwriting and grant administration;
- Funding, financing, and economic incentives;
- Sustainability certification and wood supply chain.

Staffing

The public engagement strategy has the greatest chance of success if a single point of contact, the *outreach coordinator*, takes responsibility for implementation of the strategy and timely response to stakeholder feedback. This coordinator can be a new volunteer, staff member, or existing partner.

Action item: The District will first outline a framework for public engagement and then evaluate the time commitment required to carry out the strategy. The Board should then determine the available budget and hiring/selection process to staff the public engagement strategy. In the interim, the responsibility will be shared on a volunteer basis by the project partners and coordinated through monthly conference calls or in-person meetings.

Communications and Messaging

The District and core partners commit to using clear, compelling language to describe the purpose and intent of the watershed acquisition and management-related work.

Through facilitated dialogue with the board, community partners, and members of the public the group has crafted the following *key messages* to share with members of the community and other stakeholders:

- The District is working in partnership with North Coast Land Conservancy and Sustainable Northwest to protect the Arch Cape Drinking Watershed.
- The watershed will be protected to ensure local citizens and visitors of Arch Cape have access to clean and safe drinking water.
- The Arch Cape community forest concept grew out of North Coast Land Conservancy's Rainforest Reserve proposal, which seeks to conserve 3,500 acres of timberland above Arch Cape and adjacent to Oswald West State Park. The approximately 2,100-acre Arch Cape community forest would include land within those 3,500 acres as well as additional low-elevation forestland.
- Our vision is to provide clean, safe, and affordable drinking water to residents and visitors of Arch Cape through the creation of a working, community-owned forest, to sustain the rich character and beauty of Oregon's coastal rainforest for generations.

Action item: The Board and core partners review and refine the core messages. Seek consensus among partners to approve the core messages.

Monthly Board Meetings

The Water Supply District Board meets the third Friday of each month at 6 PM at the Fire Hall. The meetings are open to the public and everyone is encouraged to attend. Every month there will be a standing agenda item dedicated to discussing updates on the status of the watershed.

Quarterly Newsletter

Every quarter, the District will provide a written update to customers regarding the condition of the watershed and the status of acquisition and restoration work. The District will work to build a web presence that may include updates shared in the Community Club newsletter, postings on Facebook, and/or a website.

As updates may be infrequent in the early days of the project, the District can begin by educating its customers and residents. This can take the form of a FAQ section that raises and answers one question each month to grow over time.

The outreach coordinator can track public engagement by tallying the number and frequency of email replies, Facebook *likes* and comments. Additional engagement strategies will be developed to reach seasonal and non-bill-paying visitors.

Annual Field Trip

Every year the Arch Cape Water Supply District will host a field tour of Shark and Asbury Creeks. Landowner permission will be secured upon scheduling the tour. The tour will be open to the public and showcase opportunities to restore, improve, and protect the watershed through community ownership. The outreach coordinator will track attendance and interest in the event over time.

Target Audiences

Communications will start with the core, direct audience of residents and ratepayers and expand over time. Beyond its permanent residents, Arch Cape has a number of stakeholders invested in the future of the community and the watershed.

Appendix 1. Supporting information

The strategy was developed through public meetings with core partners. Public meetings occurred in Arch Cape on August 7, August 18, September 15, October 20, November 17th 2017. A work session was publicly posted and subsequently held on October 30th 2017.

List of Attachments and references

Table 1. Example target audience

Table 2. Example timeline for activities

October 2017. "M Cerelli Marketing ArchCapeWaterDistrict_Proposal"

October 2017. "NCC press release_One step closer to Arch Cape Community Forest"

Table 1. Example target audience

Target Audience	Example(s)
Property Managers, Second Homeowners, and vacation rentals	Cannon Beach Vacation Rentals, AirBnB, VRBO
Community Groups	Arch Cape Community Club, Castle Rock Homeowners Association, Cape Falcon Marine Reserve
Churches	St. Peter the Fisherman Church, Cannon Beach Community Church, St. Catherine’s Episcopal Church
Neighboring Communities	City of Cannon Beach, local newspapers, farmers markets
Fire District	Cannon Beach Rural Fire Protection District
Rate payers	Full-time residents
Recreation Groups	Northwest Trail Alliance
Local Schools	Fire Mountain School
Public Agencies	State Parks, DEQ, ODF, OHA, ODOT
Potential Funders	Oregon Community Foundation
Local Governments	Clatsop County
Businesses	Cleanline Surf Co., Pelican Brewery, Tillamook County Creamery Association

Action item: develop a contact list including name, phone, email of targeted audiences/individuals

Action item: identify outreach strategies that are likely to be most effective at reaching the target audiences

1. Direct mailing and inserts into water bills;
2. Emails to water customers;
3. Social media (incl. promotions) to share media;
4. Website and FAQ.

Table 2. Example timeline for activities

Date	Activities
Oct- Dec 2017	<ul style="list-style-type: none"> ● Finalize mission and vision statement ● Draft announcement about community forest opportunity (see press release) ● Coordinate with NCLC and Sustainable Northwest to complete the Public Engagement and Outreach Strategy; ● Schedule work session for Q4 2017 with the purpose of drafting outreach materials ● Begin outreach to fill vacant Board seat ● Begin drafting development and funding strategy for January 2018 RFPs
January- March 2018	<ul style="list-style-type: none"> ● Identify outreach coordinator ● Draft newsletter content for general education ● Set date for 2018 Watershed Field Trip (early summer 2018) ● Web and Social media engagement efforts launched (create page, begin outreach) ● Community Advisory Committee convened as a working group to include members of community and board ● Revisit development and funding strategy. Update on grant applications (FFLP): 2-page description of potential forest management strategies shared through the newsletter ● Submit letters of interest for January 2018 RFPs (OR DEQ, OHA)
April-June 2018	<ul style="list-style-type: none"> ● Field trip publicized and coordinated ● Decision about whether to invite external fundraising and development expertise
July- September 2018	<ul style="list-style-type: none"> ● Forest management vision draft presented by Community Advisory Committee
October- December 2018	<ul style="list-style-type: none"> ● Evaluate community engagement strategy and launch campaign to complement Federal and State grant funding award decision

Arch Cape Watershed - Website Design

Contract: January, 2018 - March, 2018

Proposed by:

Micah Cerelli Mastrandrea

Website Design:

Provide the Water Board with a basic website to spread awareness about the watershed project. This includes a board selected domain name, maps, photos, website links, and contact information, with an opportunity for the Watershed District Manager to learn editing tools - capable of completing basic edits within the finished website.

Initial Design:

- (1) The Board / Water District Manager will provide me with website content.
A WIX web page template will be selected and basic website functions will be presented to the board.
The domain name will be selected and purchased through the WIX platform
A \$20 / month fee to use the WIX platform - includes purchase of the website domain
An email address will be set up, or selected to be the "point of contact" for website
- (2) Home page design + contact page with appropriate links added.
- (3) Educate Arch Cape Water District Manager on basic editing tools within the WIX online platform.

Edits to Completion:

- (1) Website draft one will be completed and tested for function by board members
Website draft one will be commented on by board / water district employees
- (2) Website draft two will be completed and tested for function by board members
Website draft two will be commented on by board / water district employees
- (3) Website draft three will be published live and shared within an email marketing campaign
- (4) Meeting between Micah and Water District Manager will be scheduled and conducted
- (5) Website will be live with full functionality and Water District Manager will have basic editing capabilities

Quote:

Proposal for work stated above: \$1,400

WIX fee's for domain name and hosting: \$20/month (prices subject to change annually)
The board will be responsible for WIX fee's

Clarifications:

This website design contract will be a three month contract to complete the project, with the start date being selected by the board. At the time the website is published, it will be the responsibility of the Water District Manager to conduct edits. Future edits requiring my attention will be discussed through additional contracts.

Longevity Credit and Rate Lock Agreement

Arch Cape Domestic Water Supply District

By signing this Agreement the Member agrees to remain a participant in the Special Districts Insurance Services (SDIS) Property and Liability Program from January 1, 2018 to December 31, 2019.

In return for this commitment the SDIS Trust agrees to the following:

1. Provide the Member with a Longevity Credit equal to: **\$693**
 - a. Amount to be mailed to the Member in January 2018: \$346.50
 - b. Amount to be mailed to the Member in January 2019: \$346.50
2. A maximum annual rate increase of five percent (5%) for policy year January 1, 2019 – December 31, 2019 based on the Member's rates for the January 1, 2018 – December 31, 2018

The Member understands that breach of this agreement will require the Member to return the Longevity Credit plus interest to SDIS and will subject the Member to retroactive rate increases above the five percent (5%) maximum Rate Lock Guarantee.

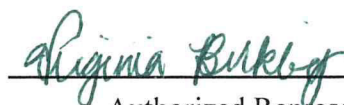
* *Total contributions assessed may increase more or less than the maximum guaranteed rate for changes in exposures such as the addition of vehicles, purchase of buildings, increase in operating budget or the addition of personnel. The rate guarantee does not apply to Excess Liability, Boiler and Machinery and Crime contributions because these are pass through costs to re-insurance carriers.*

It is so agreed this 15th day of December, 2017

Special Districts Insurance Services

Arch Cape Domestic Water Supply District





Authorized Representative (Member)

VIRGINIA BURKLEY - PRESIDENT

Print Name and Title

Date: 01-Dec-17

Named Arch Cape Domestic Water Supply District Agent: WHA Insurance
Participant: 32065 E Shingle Mill Ln 2930 Chad Dr
Arch Cape, OR 97102 Eugene, OR 97408

Invoice #	Entity ID	Effective Date	Expiration Date	Invoice Date
33P54011-817	54011	01-Jan-18	31-Dec-18	01-Dec-17

**2018 Longevity
Credit Amount****

\$346.50

Coverage	Contribution
General Liability	
General Liability Contribution	\$1,044
Less Best Practices Credit	(\$104)
Less Multi-Line Discount Credit	(\$42)
Adjusted Contribution	\$898
Auto Liability	
Auto Liability Contribution	\$670
Less Best Practices Credit	(\$70)
Adjusted Contribution	\$600
Non-owned and Hired Auto Liability	\$150
Auto Physical Damage	\$371
Hired Auto Physical Damage	\$0
Excess Liability	\$200
Property Contribution	\$1,510
Less Best Practices Credit	(\$157)
Adjusted Contribution	\$1,353
Earthquake	\$740
Flood	\$0
Equipment Breakdown / Boiler and Machinery	\$377
Crime	\$615

**Only Eligible Districts that signed the Longevity Credit and Rate Lock Guarantee Agreement will receive the indicated Longevity Credit Amount

Total: \$5,304 ***This amount may change if further coverage changes are made prior to January 1.

Coverage is proposed for only those coverages indicated above for which a contribution is shown or that are indicated as "included."

FINAL INVOICES for payment will be generated on January 1, 2018.

Water and Sanitary District “Stats” 2017

Current WD Hookups: 287
Current SD Hookups: 338
Projected hookups in the coming three months: 2
Accounts with 1” meters: 13
Accounts with 3/4” meters: 274
Accounts with 2 meter/usage bases: 2
Accounts registered as short term rentals: 56

2016-17 FY metered water delivered: 8.5 Million Gallons

Highest Single Usage Day 2017: August 28th 93,690 gallons (all-time high)

Top 10 accounts 2016-17 fiscal year metered usage

Represent 3.5% of all accounts
Are 80% commercial/short term rentals
Represent 14% of fiscal year usage

Top 30 accounts 2016-17 fiscal year metered usage

Represent 10.5% of all accounts
Are 56% commercial/short term rentals
Represent 32% of fiscal year usage

Water Distribution System

28,000 feet of water distribution piping
34 Fire Hydrants
14 Blow Offs
134 Control Valves

Water Treatment Plant

2 Water Intakes
520,000 Gallon Water Storage Tank
2 Membrane Treatment Skids
10 membrane modules
2 Feed Pumps
2 Backwash Pumps
2 Finished Water Pumps
1 Booster pump
4 chemical dosing pumps
2 Asbury Intake Pumps
1 Portable Generator

Wastewater Treatment Plant

87.4 Dry Tons of Biosolids produced, treated, and moved by pitchfork and sturdy back in 2016

Total Wastewater treated in 2016: 49.3 Million Gallons

Total Rainfall 2016: 118 inches

Highest Day Influent Load Received 2017: 470,000 gallons, November 23rd

Lowest Day Influent Load Received 2017: 39,000 September 6th

8 membrane trains (double stacked membrane cassette units)

3200 flat plate membrane units in total

4 Blowers

2 RAS Pumps

2 EQ Pumps

1 WAS Pump

1 UV Pump

2 Reclaimed Water Pumps

1 Site Drainage Pump

2 Permeate Pumps

2 UV Disinfection Units

1 Chemical Dosing Pump

2 Irrigation Pumps

1 Mixer

2 Digesters (26,000 gallons each)

1 Anoxic Zone (26,000 gallons)

2 MBR Basins (21,000 gallons each)

1 EQ Basin (25,600 gallons)

6 Sludge Drying Beds

1 On-Site Generator

Wastewater Collection System

20,000 feet of gravity sewer line

4,700 feet of pressure main piping

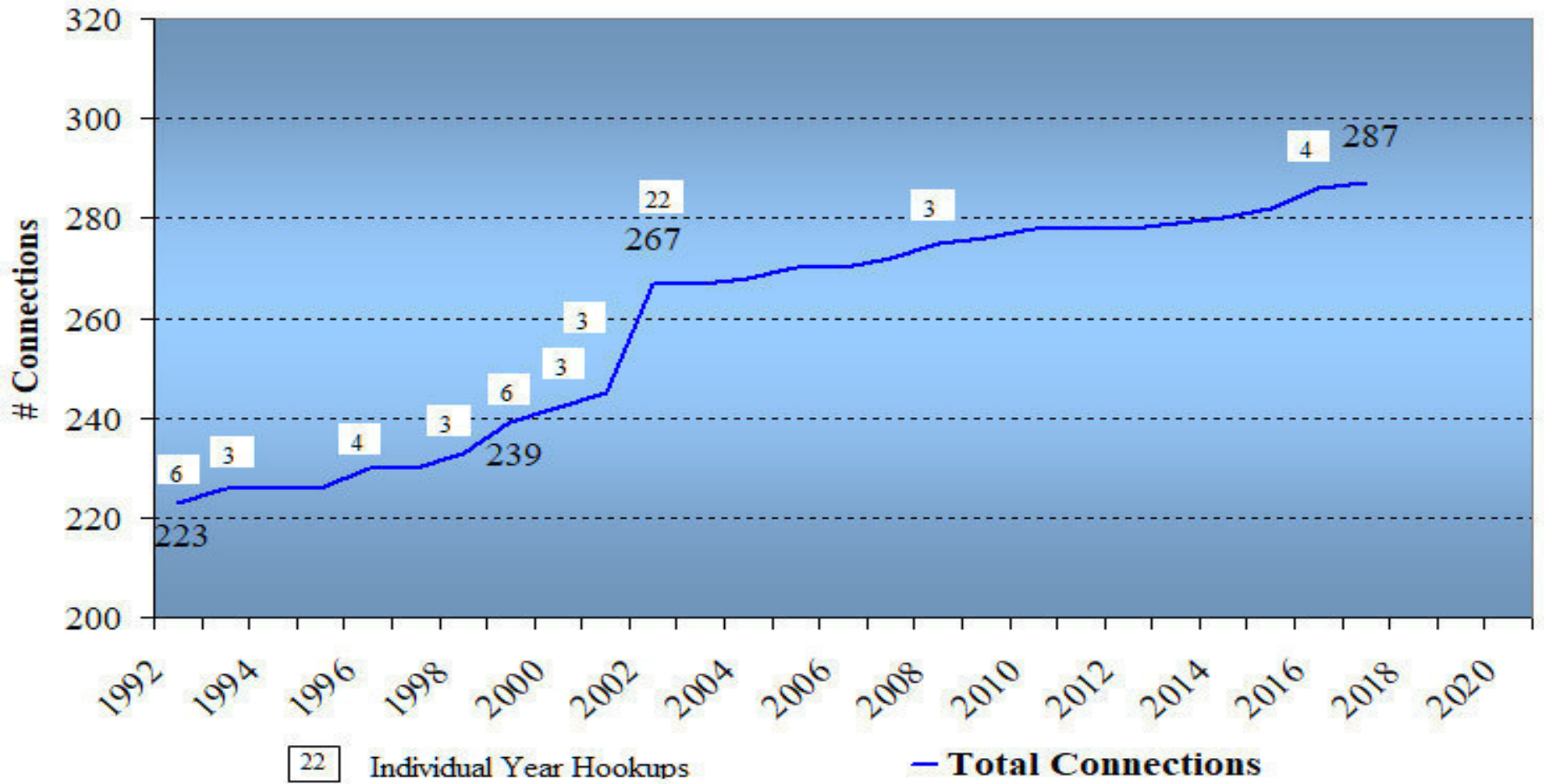
4 Lift Stations

8 Submersible Pumps

1 On-Site generator

2 Portable Generators

Arch Cape Water District Connections



Manager Report November 17, 2017

WATER:

A recent power outage caused communications issues at the Water Treatment Plant. Computer Support and Services had to reconfigure router settings so that the SCADA systems of the water and wastewater treatment plants could be linked again. The two systems are linked to auto-notification software which alerts staff during alarm situations at the plants.

2017 is coming to a close and annual reporting, water sampling, and other requirements are being attended to. The District's Medical Insurance policy has been renewed for 2018, and Special District's Insurance Services has received the District's Best Practice Checklist.

Staff has begun annual flushing of the distribution system.

The 1999 Dodge Ram went into Les Schwab for brake problems. A leak was found on the right front caliper, and has been repaired at no charge. A quote for new brakes, calipers, and rotors is \$617.00.

MONTHLY LOG : ARCH CAPE WATER & SANITARY DISTRICTS

October 2017

Total Hours	352.00	138.25	213.75
Percentage Split		39%	61%
Total Accounts	625	287	338
Percentage Split		46%	54%