

**ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT  
RESOLUTION 2024-0516B-1 WD, AMENDING THE 2023-24 BUDGET**

WHEREAS, The FY 2023-24 Arch Cape Domestic Water Supply District budget included a General Fund appropriation for Personnel Services of \$226,150 and a General Fund appropriation for Materials & Services of \$190,800; and

WHEREAS, Current projections of spending by year-end for Personnel Services total \$258,956 and for Materials and Services total \$194,976: and

WHEREAS, Additional appropriation is required to avoid an over-expenditure, which is a violation of Local Budget Law; and

WHEREAS, General Fund Contingency is budgeted at \$62,843, providing sufficient funds to cover projected spending; NOW THEREFORE,

BE IT RESOLVED by the Arch Cape Domestic Water Supply District Board of Directors that \$62,000 of General Fund Contingency be transferred to Personnel Services and Materials & Services as detailed in Attachment A.

ADOPTED this 16<sup>th</sup> day of May, 2024

BY:

ATTEST:



\_\_\_\_\_  
Bill Campbell, Board President

\_\_\_\_\_  
Teri Fladstol, District Secretary



Temporary Help	\$ 12,000
Maintenance	\$ 68,000
Auditing	\$ 11,000
All other items (unchanged)	\$ 62,400
<u>Materials &amp; Services Total</u>	<u>\$ 208,800</u>
All other line items (unchanged)	<u>\$ 22,772</u>
<b><u>Total Appropriation</u></b>	<b><u>\$ 501,722</u></b>
Contingency	\$ 843
Unappropriated Balance	\$ 3,415
<b><u>BUDGET TOTAL</u></b>	<b><u>\$ 505,979</u></b>

**ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT  
RESOLUTION 2024-0516B-2 WD**

**RESOLUTION ADOPTING A BUDGET AND APPROPRIATIONS SCHEDULE FOR FY  
2024-25**

WHEREAS, Local Budget Law (ORS 294.305 to 294.565) requires board adoption of a budget for the coming fiscal year no later than July 1; and

WHEREAS, The Arch Cape Domestic Water Supply District's Budget Committee has reviewed the 2024-25 Proposed Budget and approved that budget with revisions; NOW THEREFORE,

BE IT RESOLVED that the Arch Cape Domestic Water Supply District Board of Directors adopts the FY 2024-25 budget in the total amount of \$1,724,364, as shown in Attachment 1; and

BE IT FURTHER RESOLVED that the board adopts the FY 2024-25 Appropriations Schedule as shown in Attachment 2; and

ADOPTED this 16<sup>th</sup> day of May, 2024

BY:

ATTEST:



\_\_\_\_\_  
Bill Campbell, Board President



\_\_\_\_\_  
Teri Fladstol, District Secretary

# ATTACHMENT 1

## ARCH CAPE WATER DISTRICT FY 2024-25 BUDGET

### GENERAL FUND

FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 AMENDED	FY 2023-24 ESTIMATED		FY 2024-25 ADOPTED
<b>RESOURCES</b>					
<b>BEGINNING FUND BALANCE</b>					
187,773	149,616	105,837	114,513	Undesignated Balance	68,513
<b>187,773</b>	<b>149,616</b>	<b>105,837</b>	<b>114,513</b>	<b>TOTAL BEGINNING BALANCE</b>	<b>68,513</b>
<b>REVENUE</b>					
181,966	182,842	201,703	195,724	3/4 inch User Fees [294 x \$174]	204,624
			9,936	1 inch User Fees (12 x 215)	10,320
27,222	15,367	17,000	20,000	Excess Usage Charges	45,001
17,785	17,834	20,740	20,740	Debt Service Surcharges [306 x \$17]	20,808
139,755	128,774	157,500	163,339	Sanitary District IGA Service Charge	195,937
				Surplus Water Sales	100
3	7	1,000	10,000	Interest	5,000
6,734	9,305		4,851	Miscellaneous	
700	3,500	1,400	2,800	Meter Connection Fee	2,400
4,750,000				ARPA Grant Reimbursement	
				Transfer from Forest Fund	145,622
810	628	800	1,313	Cannon View Park Read Agreement	1,313
<b>5,124,975</b>	<b>358,257</b>	<b>400,143</b>	<b>428,704</b>	<b>TOTAL REVENUE</b>	<b>631,125</b>
<b>5,312,748</b>	<b>507,873</b>	<b>505,980</b>	<b>543,217</b>	<b>TOTAL RESOURCES</b>	<b>699,638</b>
<b>REQUIREMENTS</b>					
<b>EXPENDITURES</b>					
				<b>PERSONNEL SERVICES</b>	
85,734	92,488	101,000	123,971	Manager	93,668
60,874	41,897	58,000	52,398	Operator	58,557
9,732	19,821	23,000	23,016	Employer Taxes (Medicare & Social Security)	19,865
22,695	27,344	44,750	47,055	PERS	40,614
34,105	23,210	40,000	9,015	Medical Insurance	30,992

633	3,559	3,400	3,500	Worker's Compensation	3,735
<b>213,775</b>	<b>208,319</b>	<b>270,150</b>	<b>258,956</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>247,431</b>
				<b>MATERIALS &amp; SERVICES</b>	
28,417	36,400	55,400	39,046	Administrative Services (Contractors)	78,000
182	814	1,000	1,000	Clothing Allowance	1,200
1,916	2,385	2,700	2,000	Education	3,000
0	149	1,000	1,645	Travel	1,000
1,463	3,005	2,300	4,000	Office Supplies	3,000
1,435	1,343	2,500	2,000	Postage	2,500
3,045	3,852	4,000	6,036	Vehicle	6,000
	9,750	12,000	12,000	Temporary Help (Augment Staff)	25,000
3,500		11,000	11,000	Auditing	25,200
1,371	4,652	1,450	2,184	Dues/Taxes	2,000
125	6,350	5,000	20,996	Legal Services	5,000
6,730	10,419	12,000	9,480	Liability & Property Insurance	13,800
			1,200	Meter Connection	2,400
1,308		2,000	1,500	Licenses for Operations	2,000
				Project Maintenance	40,302
110,733	49,612	68,000	56,602	Recurring Maintenance	30,330
				General Maintenance	15,000
8,828	12,624	6,500	7,250	Chemicals	9,000
1,622	825	700	500	Notices	700
608	926	500	537	Payroll Service	550
1,088	7,257	5,000	2,000	Professional Services	6,000
3,375	3,750	3,750	3,750	Sanitary District Use Charges	3,750
14,513	10,157	12,000	10,250	Utilities	12,000
10,103				Watershed	
<b>200,362</b>	<b>164,268</b>	<b>208,800</b>	<b>194,976</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>287,732</b>
				<b>CAPITAL OUTLAY</b>	
4,728,223		2,000		Capital Outlay (Forest/Meters/Road)	
<b>4,728,223</b>	<b>0</b>	<b>2,000</b>	<b>0</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>
<b>5,142,360</b>	<b>372,588</b>	<b>480,950</b>	<b>453,932</b>	<b>TOTAL OPERATING EXPENDITURES</b>	<b>535,163</b>
				<b>INTERFUND TRANSFERS</b>	

				Transfer to Capital Fund	
0	0	0	0	<b>TOTAL INTERFUND TRANSFERS</b>	<b>0</b>
				<b>DEBT SERVICE</b>	
16,855	17,023	17,023	17,194	IFA Water Plant Upgrade - Principal	17,365
3,917	3,749	3,749	3,578	IFA Water Plant Upgrade - Interest	3,407
<b>20,772</b>	<b>20,772</b>	<b>20,772</b>	<b>20,772</b>	<b>TOTAL DEBT SERVICE</b>	<b>20,772</b>
<b>5,163,132</b>	<b>393,360</b>	<b>501,722</b>	<b>474,704</b>	<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>555,935</b>
<b>CONTINGENCY &amp; ENDING BALANCE</b>					
		843	0	Contingency	140,312
149,616	114,513	3,415	68,513	Unappropriated Balance	3,391
<b>149,616</b>	<b>114,513</b>	<b>4,258</b>	<b>68,513</b>	<b>TOTAL CONTINGENCY &amp; UNAPP BAL (ENDING)</b>	<b>143,703</b>
<b>5,312,748</b>	<b>507,873</b>	<b>505,980</b>	<b>543,217</b>	<b>TOTAL REQUIREMENTS</b>	<b>699,638</b>

**ARCH CAPE WATER DISTRICT GENERAL FUND  
LINE ITEM DETAIL**

<b>ADMINISTRATIVE SERVICES (CONTRACTORS)</b>	<b>BUDGET</b>	<b>STAFF HOURS</b>
Jigsaw - Financial & Accounting Services	\$ 38,500	
QuickBooks Online - Subscription Fee	\$ 2,000	
HD Fowler (Meters) - Software License Fee	\$ 1,700	
gWorks UMax Billing	\$ 1,022	
Asset Management System - Subscription Fee	\$ 8,000	32 hrs over 4 months
CS&S - Data Backup	\$ 996	
Printer	\$ 3,250	1 hr
Security Software & Remote Access on PC, Laptop and 1 firewall (to replace router)	\$ 1,800	
IT Services/Support Agreement (with toner for printer)	\$ 2,400	
Web Site Support (including initial build)	\$ 3,488	
Project - Creating e-Filing System and store files	\$ 5,000	
Structure	\$ 10,000	
Budget Public Notices	\$ 500	
ATT Phone Service	\$ 1,200	
<b>TOTAL</b>	<b>\$ 78,156</b>	<b>33 Hours</b>

<b>RECURRING MAINTENANCE (CONTRACTORS)</b>	<b>BUDGET</b>
General - Parts, Etc.	\$ 3,000
Alexin - Annual	\$ 3,500
Branom Instrument Co.	\$ 1,700
Ferguson Waterworks	\$ 10,000
Starlink	\$ 1,680
Jackson Oil - Fuel for Trucks	\$ 1,700
McEwan Construction - Pond Scooping	\$ 5,000
USA Bluebook - Labs	\$ 3,000
Utility Services - Leak Detection	\$ 750
<b>TOTAL</b>	<b>\$ 30,330</b>



**GENERAL MAINTENANCE (CONTRACTORS)**

**\$ 15,000**

**PROJECT MAINTENANCE (CONTRACTORS)**

**BUDGET**

**STAFF HOURS**

Deferred: Hach TU5300 & pH Sensor & Heater/Vent Fan in Chemical Room	\$ 4,300	
Deferred: Vent fan for Membrae Filter Room	\$ 1,000	
Deferred: Computer Systems & Mechanical Upgrade for Plant and OHA Reporting	\$ 1,600	8
Deferred: Install Asbury Pump	\$ 1,608	6
Deferred: Heat and ventillation units at water plant	\$ 2,144	8
Asbury Creek Intake relocation project - Build		12/week for 10 weeks
Inventory of all service lines in district for lead	\$ 9,650	40
Roof for Water Plant	\$ 20,000	
Prep for OHA Audit*		8/week for 8 weeks
<b>TOTAL</b>	<b>\$ 40,302</b>	<b>246 Hours</b>

**Services & Materials Costs spent from General Fund Line-Item “Watershed” from 04-2018 through 08-2022**

	Type	Date	Num	Name	Memo	Class	Clr	Split	Original Amount	Paid Amount
<b>Watershed</b>										
	Bill	04/27/2018		Micah Cerelli Mastrandrea	3/24/2018 Period : Watershed web site development			Payables	1,400.00	1,400.00
	Bill	07/03/2018		Silviaterra	Inv# 201833 Watershed Cruise Boost Timber Inventory			Payables	3,674.02	3,674.02
	Bill	09/10/2018		Sustainable Northwest	Inv# SNW Invoice 2018-01 Cmty Forest Tech Assistance			Payables	5,477.57	5,477.57
	Bill	11/07/2018		Sustainable Northwest	Inv# SNW Invoice 2018-02 Strategy & Messaging Development			Payables	1,317.94	1,317.94
	Bill	01/31/2019		Sustainable Northwest	Inv# SNW Invoice 2018-03 Strategy & Messaging Development + Consulting			Payables	2,164.49	2,164.49
	Bill	02/05/2019		Micah Cerelli Mastrandrea	1/1/2019 Period : Arch Cape Forest Logo			Payables	300.00	300.00
	Bill	05/10/2019		Springboard Forestry	Inv# 1039 Watershed merchantability rpt - cmty forest			Payables	562.50	562.50
	Bill	05/13/2019		North Coast Land Conservancy	Inv# 20190401 ACDWSD Portion of Timber Cruise			Payables	11,296.20	11,296.20
	Bill	07/16/2019		Mary Olson	LaserPrint receipt : Tri fold handouts \$45.35 & Action Sign Decals \$20.00			Payables	63.35	63.35
	Check	09/16/2019	POS	Lazerprint	Tri-Fold brochures : Watershed Tour			Arch Cape Water	39.75	39.75
	Check	09/17/2019	POS	Sign-One	AC Forest Stickers			Arch Cape Water	131.50	131.50
	Check	09/18/2019	POS	Enterprise Rent A Car	Van rental : Assoc. of OR Counties Watershed Tour			Arch Cape Water	258.63	258.63
	Bill	06/02/2020		Ticor Title	Escrow#36262004451 Purchase & Sales Agreement Option Fee			Payables	10,000.00	10,000.00
	Bill	08/17/2020		Silviaterra	Inv# PCH00148 Watershed FVS formatting for growth / yield modeling			Payables	875.00	875.00
	Bill	09/01/2020		Schwabe	Inv# 1645183 Recording fee - Clatsop Cty - Timberland acquisition			Payables	107.00	107.00
	Bill	11/18/2020		Silviaterra	Inv# PCH00172 Watershed FVS formatting \$175/hr x 5 hrs			Payables	875.00	875.00
	Bill	11/23/2020		Springboard Forestry	Inv# 1089 Watershed comprehensive mtg support & work with GWR staff			Payables	1,425.00	1,425.00
	Bill	09/22/2021		Sustainable Northwest	Inv# 2021-01 & 02 ACDWSD Plan & Facilitate ACF Advis	AC Water		Payables	10,000.00	10,000.00
	Bill	10/11/2021		LaserPrint	Inv# 53500 ACF Outreach Color Copies	AC Water		Payables	81.00	81.00
	Bill	10/18/2021		Maul Foster Alongi	Inv# 44661 Proj# 2143.01.01 Phase I ESA - watershed	AC Water		Payables	4,950.00	4,950.00
	Bill	12/09/2021		LaserPrint	Inv# 53562 Forest Ltrs	AC Water		Payables	21.75	21.75
	Bill	12/13/2021		Springboard Forestry	Inv# 1125 Sep & Oct ACF Mgmt Plan	AC Water		Payables	2,327.50	2,327.50
	Bill	01/21/2022	1131	Springboard Forestry	Inv #1131 Multi-Resource Forest Management Plan	AC Water		Payables	1,140.00	1,140.00
	Check	01/25/2022	73	Mason, Bruce & Girard	Appraisal	AC Water		Arch Cape Water	17,500.00	17,500.00
	Check	02/03/2022	EFT	USPS	Fiat Rate Postage	AC Water		Arch Cape Water	16.10	16.10
	Bill	03/10/2022	1138	Arch Cape Water District	Inv #1138 Multi-Resource Forest Management Plan	AC Water		Payables	1,472.50	1,472.50
	Bill	03/17/2022	53943	LaserPrint	Inv# 53943 Forest Topographical Maps	AC Water		Payables	129.00	129.00
	Bill	04/06/2022	Invoice 53922	LaserPrint	Arch Cape Forest	AC Water		Payables	270.95	270.95
	Bill	05/05/2022	Invoice # 54000	LaserPrint	Arch Cape Forest	AC Water		Payables	201.00	201.00
	Check	06/09/2022	162	LaserPrint	Watershed	AC Water		Arch Cape Water	129.00	129.00
	Bill	08/04/2022	54238	LaserPrint	Celebration Postcards	AC Water		Payables	103.88	103.88
<b>Total Watershed</b>										<b>78,310.63</b>



ARCH CAPE WATER DISTRICT FY 2024-25 BUDGET					
CAPITAL FUND					
FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 ADOPTED	FY 2023-24 ESTIMATED		FY 2024-25 ADOPTED
<b>RESOURCES</b>					
<b>BEGINNING FUND BALANCE</b>					
99,991	118,977	75,828	40,317	Undesignated Balance	66,450
99,991	118,977	75,828	40,317	<b>TOTAL BEGINNING BALANCE</b>	<b>66,450</b>
<b>REVENUE</b>					
18,986	38,340	13,163	26,133	Systems Development Charges	13,426
18,986	38,340	13,163	26,133	<b>TOTAL REVENUE</b>	<b>13,426</b>
<b>INTERFUND TRANSFERS</b>					
				Transfer From General Fund	
0	0	0	0	<b>TOTAL INTERFUND TRANSFERS</b>	<b>0</b>
18,986	38,340	13,163	26,133	<b>TOTAL REVENUE</b>	<b>13,426</b>
118,977	157,317	88,991	66,450	<b>TOTAL RESOURCES</b>	<b>79,876</b>
<b>REQUIREMENTS</b>					
<b>EXPENDITURES</b>					
<b>CAPITAL OUTLAY</b>					
				Water Plant IT infrastructure Upgrade	50,000
	117,000			Meters Replacement	
0	117,000	0	0	<b>Total Capital Outlay</b>	<b>50,000</b>
0	117,000	0	0	<b>TOTAL EXPENDITURES</b>	<b>50,000</b>
<b>CONTINGENCY &amp; UNAPPROPRIATED BALANCE</b>					
		88,990	0	Contingency	25,000
0	0	88,991	0	<b>Total Contingency</b>	<b>25,000</b>

118,977	40,317		66,450	UNAPPROPRIATED BALANCE	4,876
118,977	40,317	88,991	66,450	TOTAL CONTINGENCY & UNAPP. ENDING BALANCE	29,876
118,977	157,317	88,991	66,450	TOTAL REQUIREMENTS	79,876

**ARCH CAPE WATER DISTRICT FY 2024-25 BUDGET  
FOREST FUND**

	FY 2022-23	FY 2023-24	FY 2023-24		FY 2024-25
	ACTUAL	BUDGET	PROJECTED	BEGINNING BALANCE	ADOPTED
				RESOURCES	
<b>BEGINNING FUND BALANCE</b>					
	15,852	409,103	189,529	Unrestricted Balance	349,709
				Restricted Balance	75,000
				Earnest Money	
<b>0</b>	<b>15,852</b>	<b>409,103</b>	<b>189,529</b>	<b>TOTAL BEGINNING BALANCE</b>	<b>424,709</b>
<b>REVENUE</b>					
	53,936	776,626	436,664	ARPA Grant Reimbursement	481,800
				Forest Legacy Program Grant	
				Clatsop County Contribution	
		30,000		Safe Drinking Water Revolving Loan Fund Reimbursement	30,000
	303,251		21,725	Private Donations	
			90,000	Hollis Foundation Grant	
				Cell Tower	100
		14,625	11,500	Interest on LGIP Account	8,241
<b>0</b>	<b>357,187</b>	<b>821,251</b>	<b>559,889</b>	<b>TOTAL REVENUE</b>	<b>520,141</b>
<b>0</b>	<b>373,039</b>	<b>1,230,354</b>	<b>749,418</b>	<b>TOTAL RESOURCES</b>	<b>944,850</b>
				REQUIREMENTS	
<b>EXPENDITURES</b>					
<b>MATERIALS &amp; SERVICES</b>					
		2,335	2,550	ODF - Fire Protection	2,600
		10,000	2,700	Audit	

		4,500	6,430	Legal/ Land Use	13,500
	6,000	6,000	6,000	Finance Mgmt	6,300
	47,429	40,836	42,190	Project Management	4,500
		13,104		Distrtic Staff Project Management	
				Road Management Consulting	55,000
	55,019	45,029	44,912	Forest Management Consulting	8,500
				Road Maintenance Supplies - Rock	32,852
				Other Road Maintenance/Services	110,000
				Land Restoration	14,000
	46,549	48,258	39,892	Pre-Commercial Thinning	
	5,850			Conservation Planning	
				Miscellaneous	1,500
<b>0</b>	<b>160,847</b>	<b>170,062</b>	<b>144,674</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>248,752</b>
<b>CAPITAL OUTLAY</b>					
				Land Purchase	
				Closing Cost	
	22,663	638,899	180,036	Road Construction	175,000
				Road Decommissioning	95,000
<b>0</b>	<b>22,663</b>	<b>638,899</b>	<b>180,036</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>270,000</b>
<b>INTERFUND TRANSFERS</b>					
				Transfer to General Fund (Forest Expense pre-purchase)	139,622
				Transfer to General Fund (Audit)	3,000
				Transfer to General Fund (staff time for property mgmt.)	3,000
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL INTERFUND TRANSFERS</b>	<b>145,622</b>
<b>0</b>	<b>183,510</b>	<b>808,961</b>	<b>324,710</b>	<b>TOTAL EXPENDITURES</b>	<b>664,374</b>
<b>CONTINGENCY AND UNAPPROPRIATED BALANCE</b>					
		421,393		Contingency	110,729
				Restricted Balance	75,000

	189,529		424,709	Unappropriated Balance	94,747
<b>0</b>	<b>189,529</b>	<b>421,393</b>	<b>424,709</b>	<b>TOTAL CONTINGENCY &amp; UNAPP. BAL (ENDING)</b>	<b>280,476</b>
<b>0</b>	<b>373,039</b>	<b>1,230,354</b>	<b>749,418</b>	<b>TOTAL REQUIREMENTS</b>	<b>944,850</b>



**ATTACHMENT 2**  
**ARCH CAPE SANITARY DISTRICT FY 2023-24 ADOPTED BUDGET**

**SCHEDULE OF APPROPRIATIONS**

<u>General Fund</u>	
Operating Expenses (Personnel Services and Materials & Services)	\$ 535,163
Debt Service	\$ 20,772
General Fund Total	\$ 555,935
 <u>Capital Fund</u>	
Capital Outlay	\$ 50,000
Capital Fund Total	\$ 50,000
 <u>Arch Cape Forest Fund</u>	
Operating Expenses (Materials & Services and Capital Outlay)	\$ 518,752
Interfund Transfers	\$ 145,622
Arch Cape Forest Fund Total	\$ 664,374
Not allocated to Organizational Unit or Program:	\$0
TOTAL APPROPRIATIONS, ALL FUNDS . . . . .	\$1,270,309
Total Unappropriated and Reserve Amounts, All Funds . . . . .	\$454,055
TOTAL ADOPTED BUDGET . . . . .	\$1,724,364

**ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT**

**RESOLUTION 2024-0516B-3 WD**

**A RESOLUTION SUPERSEDING RESOLUTION 23-03 WD RATE CHANGE ESTABLISHING BASE RATE CHARGES, EXCESS USAGE CHARGES, AND DEBT SURCHARGES FOR THE ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT "DISTRICT".**

WHEREAS the Arch Cape Domestic Water Supply District needs to adjust base rate fees and debt surcharges to District customers from time to time sufficient to collect monies necessary to meet budgeted expenses; and

WHEREAS the District, where possible, structures its base rate fees to cover anticipated personnel, operating and capital expenses and debt surcharges to retire specific District debt instruments over time.

NOW THEREFORE, the District hereby establishes base rate fees per service connection and debt surcharges effective July 1, 2024, as follows:

Customers with a ¾" service connection:

Water Quarterly Base Rate (0 – 5,000 gallons)	\$174.00
Water Quarterly Debt Surcharge:	<u>\$ 17.00</u>
Total Quarterly Base Charge	\$191.00

Customers with a 1" service connection:

Water Quarterly Base Rate (0 – 5,000 gallons)	\$217.00
Water Quarterly Debt Surcharge:	<u>\$ 17.00</u>
Total Quarterly Base Charge	\$232.00

Excess Usage Charges – all service connections

5,001 – 8,000 gallons	\$0.56 per 100 gallons
8,001 – 12,000 gallons	\$1.69 per 100 gallons
12,001 – 16,000 gallons	\$11.25 per 100 gallons
16,001 – 25,000 gallons	\$20.25 per 100 gallons
25,001 and up	\$33.75 per 100 gallons

Customers with a 2" fire suppression service connection:

Annual Base Rate-FY 2023-24 \$200.00

Dated this 16th day of May 2024.



Bill Campbell, President

Attest: Teri Fladstol, Secretary

**ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT  
RESOLUTION 2024-0516B-4 WD**

**A RESOLUTION REVISING SYSTEM DEVELOPMENT CHARGES (SDC) / EQUIVALENT DWELLING UNIT (EDU) FEES FOR THE ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT (the "District")**

**Whereas**, the District adopted Ordinance 98-4 WD establishing a System Development Charge methodology and rates; and

**Whereas**, Section 4B of the ordinance provides for adoption of SDC rates by resolution; and

**Whereas**, it is felt prudent to update those charges to more properly reflect changes through investment in District infrastructure and current cost indices; and

**Whereas**, it is determined that one SDC is equal to one Equivalent Domestic Unit (EDU); and

**Whereas**, the District allows for the annual adjustment of fees in accordance with the Engineering News-Record Construction Cost Index (ENR CCI); and

**Whereas**, the ENR CCI used in Resolution 23-04 WD was 13,230 and the February 2024 ENR CCI to be applied for the purposes of this Resolution is 13,515 (Index Ratio=13,515/13,230 =1.02);

**NOW, THEREFORE**, be it resolved the ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT System Development and Connection Charge herein established become effective July 1st, 2024.

<u>¾ inch meter</u>		<u>1 inch meter</u>	
Improvement Fee	\$1,520	Improvement Fee:	\$ 3,803
Reimbursement Fee	\$5,129	Reimbursement Fee:	\$12,823
Administrative Fee	<u>\$ 64</u>	Administration Fee:	<u>\$ 166</u>
Total SDC/EDU Charge	\$6,713	Total SDC/EDU Charge:	\$ 16,792
Connection Charge	\$1,200	Connection Charge	\$1,200

ADOPTED this 16<sup>th</sup> day of May, 2024

BY:



Bill Campbell, Board President

ATTEST:

Teri Fladstol, District Secretary

**ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT  
RESOLUTION 2024-0611B-1 WD,  
AMENDING THE 2023-24 CAPITAL FUND BUDGET**

WHEREAS, The FY 2023-24 Arch Cape Domestic Water Supply District budget did not include a Capital Fund appropriation for Water Plant IT infrastructure Upgrade.

WHEREAS, Current projections of spending by year-end for Water Plant IT infrastructure Upgrade in the Capital Fund total \$25,000; and

WHEREAS, Additional appropriation is required to avoid an over-expenditure, which is a violation of Local Budget Law; and

WHEREAS, Capital Fund Contingency is budgeted at \$63,990, providing sufficient funds to cover projected spending; NOW THEREFORE,

BE IT RESOLVED by the Arch Cape Domestic Water Supply District Board of Directors that \$25,000 of Capital Fund Contingency be transferred to Water Plant IT infrastructure Upgrade in the Capital Fund.

ADOPTED this 11<sup>th</sup> day of June, 2024

BY:



Bill Campbell, Board President

ATTEST:



Teri Fladstol, District Secretary

**ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT  
RESOLUTION 2024-0611B-2 WD**

**A RESOLUTION SUPERSEDING RESOLUTION 2024-0516B-2 TO ADOPT A BUDGET  
AND APPROPRIATIONS SCHEDULE FOR FY 2024-25**

WHEREAS, Local Budget Law (ORS 294.305 to 294.565) requires board adoption of a budget for the coming fiscal year no later than July 1; and

WHEREAS, The Arch Cape Domestic Water Supply District's Budget Committee previously reviewed the 2024-25 Proposed Budget and approved that budget with revisions; and

WHEREAS, The Arch Cape Domestic Water Supply District's Board of Directors previously adopted by Resolution #2024-0516B-2 the 2024-25 Approved Budget with revisions; and

WHEREAS, the revisions that The Arch Cape Domestic Water Supply District's Board of Directors incorporated into the 2024-2025 Adopted Budget by Resolution #2024-0516B-2 increased Total Expenditure appropriation for the Forest Fund by 10.2% over than the Approved Budget appropriation; and

WHEREAS, Local Budget Law ORS 294.456(1)(c)(A) requires that the amount of estimated expenditures for a fund in an annual budget not be increased by more 10 percent of the estimated expenditures; and

WHEREAS, the revisions that The Arch Cape Domestic Water Supply District's Board of Directors incorporated into the 2024-2025 Adopted Budget by Resolution #2024-0516B-2 did not include a \$25,000 decrease in the Water Plant IT infrastructure Upgrade in the Capital Fund

NOW THEREFORE,

BE IT RESOLVED that this Resolution #2024-0611B-2 replaces in full Resolution #2024-0516B-2; and

BE IT RESOLVED that the Arch Cape Domestic Water Supply District Board of Directors reduces the Legal/Land Use appropriation in the Forest Fund by \$2,000 so that the resulting Total Materials and Services appropriation is \$246,752 and the total Expenditure appropriation is \$662,374; which is only a 9.8% increase of the estimated expenditures in the Approved 2024-25 Budget; and

BE IT RESOLVED that the Arch Cape Domestic Water Supply District Board of Directors reduces the Water Plant IT infrastructure Upgrade in the Capital Fund by \$25,000 so that the resulting total Expenditure appropriation is \$25,000; and

BE IT RESOLVED that the Arch Cape Domestic Water Supply District Board of Directors adopts the FY 2024-25 budget in the total amount of \$1,697,364, as shown in Attachment 1; and

BE IT FURTHER RESOLVED that the board adopts the FY 2024-25 Appropriations Schedule as shown in Attachment 2; and

ADOPTED this 11<sup>th</sup> day of June, 2024

BY:



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Bill Campbell, Board President

ATTEST:

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Teri Fladstol, District Secretary

# ATTACHMENT 1

## ARCH CAPE WATER DISTRICT FY 2024-25 BUDGET

### GENERAL FUND

FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 AMENDED	FY 2023-24 ESTIMATED		FY 2024-25 ADOPTED
<b>RESOURCES</b>					
<b>BEGINNING FUND BALANCE</b>					
187,773	149,616	105,837	114,513	Undesignated Balance	68,513
<b>187,773</b>	<b>149,616</b>	<b>105,837</b>	<b>114,513</b>	<b>TOTAL BEGINNING BALANCE</b>	<b>68,513</b>
<b>REVENUE</b>					
181,966	182,842	201,703	195,724	3/4 inch User Fees [294 x \$174]	204,624
			9,936	1 inch User Fees (12 x 215)	10,320
27,222	15,367	17,000	20,000	Excess Usage Charges	45,001
17,785	17,834	20,740	20,740	Debt Service Surcharges [306 x \$17]	20,808
139,755	128,774	157,500	163,339	Sanitary District IGA Service Charge	195,937
				Surplus Water Sales	100
3	7	1,000	10,000	Interest	5,000
6,734	9,305		4,851	Miscellaneous	
700	3,500	1,400	2,800	Meter Connection Fee	2,400
4,750,000				ARPA Grant Reimbursement	
				Transfer from Forest Fund	145,622
810	628	800	1,313	Cannon View Park Read Agreement	1,313
<b>5,124,975</b>	<b>358,257</b>	<b>400,143</b>	<b>428,704</b>	<b>TOTAL REVENUE</b>	<b>631,125</b>
<b>5,312,748</b>	<b>507,873</b>	<b>505,980</b>	<b>543,217</b>	<b>TOTAL RESOURCES</b>	<b>699,638</b>
<b>REQUIREMENTS</b>					
<b>EXPENDITURES</b>					
				<b>PERSONNEL SERVICES</b>	
85,734	92,488	101,000	123,971	Manager	93,668
60,874	41,897	58,000	52,398	Operator	58,557
9,732	19,821	23,000	23,016	Employer Taxes (Medicare & Social Security)	19,865
22,695	27,344	44,750	47,055	PERS	40,614
34,105	23,210	40,000	9,015	Medical Insurance	30,992

633	3,559	3,400	3,500	Worker's Compensation	3,735
<b>213,775</b>	<b>208,319</b>	<b>270,150</b>	<b>258,956</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>247,431</b>
				<b>MATERIALS &amp; SERVICES</b>	
28,417	36,400	55,400	39,046	Administrative Services (Contractors)	78,000
182	814	1,000	1,000	Clothing Allowance	1,200
1,916	2,385	2,700	2,000	Education	3,000
0	149	1,000	1,645	Travel	1,000
1,463	3,005	2,300	4,000	Office Supplies	3,000
1,435	1,343	2,500	2,000	Postage	2,500
3,045	3,852	4,000	6,036	Vehicle	6,000
	9,750	12,000	12,000	Temporary Help (Augment Staff)	25,000
3,500		11,000	11,000	Auditing	25,200
1,371	4,652	1,450	2,184	Dues/Taxes	2,000
125	6,350	5,000	20,996	Legal Services	5,000
6,730	10,419	12,000	9,480	Liability & Property Insurance	13,800
			1,200	Meter Connection	2,400
1,308		2,000	1,500	Licenses for Operations	2,000
				Project Maintenance	40,302
110,733	49,612	68,000	56,602	Recurring Maintenance	30,330
				General Maintenance	15,000
8,828	12,624	6,500	7,250	Chemicals	9,000
1,622	825	700	500	Notices	700
608	926	500	537	Payroll Service	550
1,088	7,257	5,000	2,000	Professional Services	6,000
3,375	3,750	3,750	3,750	Sanitary District Use Charges	3,750
14,513	10,157	12,000	10,250	Utilities	12,000
10,103				Watershed	
<b>200,362</b>	<b>164,268</b>	<b>208,800</b>	<b>194,976</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>287,732</b>
				<b>CAPITAL OUTLAY</b>	
4,728,223		2,000		Capital Outlay (Forest/Meters/Road)	
<b>4,728,223</b>	<b>0</b>	<b>2,000</b>	<b>0</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>
<b>5,142,360</b>	<b>372,588</b>	<b>480,950</b>	<b>453,932</b>	<b>TOTAL OPERATING EXPENDITURES</b>	<b>535,163</b>
				<b>INTERFUND TRANSFERS</b>	



				Transfer to Capital Fund	
0	0	0	0	<b>TOTAL INTERFUND TRANSFERS</b>	<b>0</b>
				<b>DEBT SERVICE</b>	
16,855	17,023	17,023	17,194	IFA Water Plant Upgrade - Principal	17,365
3,917	3,749	3,749	3,578	IFA Water Plant Upgrade - Interest	3,407
<b>20,772</b>	<b>20,772</b>	<b>20,772</b>	<b>20,772</b>	<b>TOTAL DEBT SERVICE</b>	<b>20,772</b>
<b>5,163,132</b>	<b>393,360</b>	<b>501,722</b>	<b>474,704</b>	<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>555,935</b>
<b>CONTINGENCY &amp; ENDING BALANCE</b>					
		843	0	Contingency	140,312
149,616	114,513	3,415	68,513	Unappropriated Balance	3,391
<b>149,616</b>	<b>114,513</b>	<b>4,258</b>	<b>68,513</b>	<b>TOTAL CONTINGENCY &amp; UNAPP BAL (ENDING)</b>	<b>143,703</b>
<b>5,312,748</b>	<b>507,873</b>	<b>505,980</b>	<b>543,217</b>	<b>TOTAL REQUIREMENTS</b>	<b>699,638</b>

**ARCH CAPE WATER DISTRICT GENERAL FUND  
LINE ITEM DETAIL**

<b>ADMINISTRATIVE SERVICES (CONTRACTORS)</b>	<b>BUDGET</b>	<b>STAFF HOURS</b>
Jigsaw - Financial & Accounting Services	\$ 38,500	
QuickBooks Online - Subscription Fee	\$ 2,000	
HD Fowler (Meters) - Software License Fee	\$ 1,700	
gWorks UMax Billing	\$ 1,022	
Asset Management System - Subscription Fee	\$ 8,000	32 hrs over 4 months
CS&S - Data Backup	\$ 996	
Printer	\$ 3,250	1 hr
Security Software & Remote Access on PC, Laptop and 1 firewall (to replace router)	\$ 1,800	
IT Services/Support Agreement (with toner for printer)	\$ 2,400	
Web Site Support (including initial build)	\$ 3,488	
Project - Creating e-Filing System and store files	\$ 5,000	
Structure	\$ 10,000	
Budget Public Notices	\$ 500	
ATT Phone Service	\$ 1,200	
<b>TOTAL</b>	<b>\$ 78,156</b>	<b>33 Hours</b>

<b>RECURRING MAINTENANCE (CONTRACTORS)</b>	<b>BUDGET</b>
General - Parts, Etc.	\$ 3,000
Alexin - Annual	\$ 3,500
Branom Instrument Co.	\$ 1,700
Ferguson Waterworks	\$ 10,000
Starlink	\$ 1,680
Jackson Oil - Fuel for Trucks	\$ 1,700
McEwan Construction - Pond Scooping	\$ 5,000
USA Bluebook - Labs	\$ 3,000
Utility Services - Leak Detection	\$ 750
<b>TOTAL</b>	<b>\$ 30,330</b>

**GENERAL MAINTENANCE (CONTRACTORS)**

**\$ 15,000**

**PROJECT MAINTENANCE (CONTRACTORS)**

**BUDGET**

**STAFF HOURS**

Deferred: Hach TU5300 & pH Sensor & Heater/Vent Fan in Chemical Room	\$ 4,300	
Deferred: Vent fan for Membrae Filter Room	\$ 1,000	
Deferred: Computer Systems & Mechanical Upgrade for Plant and OHA Reporting	\$ 1,600	8
Deferred: Install Asbury Pump	\$ 1,608	6
Deferred: Heat and ventillation units at water plant	\$ 2,144	8
Asbury Creek Intake relocation project - Build		12/week for 10 weeks
Inventory of all service lines in district for lead	\$ 9,650	40
Roof for Water Plant	\$ 20,000	
Prep for OHA Audit*		8/week for 8 weeks
<b>TOTAL</b>	<b>\$ 40,302</b>	<b>246 Hours</b>

**Services & Materials Costs spent from General Fund Line-Item “Watershed” from 04-2018 through 08-2022**

	Type	Date	Num	Name	Memo	Class	Clr	Split	Original Amount	Paid Amount
<b>Watershed</b>										
	Bill	04/27/2018		Micah Cerelli Mastrandrea	3/24/2018 Period : Watershed web site development			Payables	1,400.00	1,400.00
	Bill	07/03/2018		Silviaterra	Inv# 201833 Watershed Cruise Boost Timber Inventory			Payables	3,674.02	3,674.02
	Bill	09/10/2018		Sustainable Northwest	Inv# SNW Invoice 2018-01 Cmty Forest Tech Assistance			Payables	5,477.57	5,477.57
	Bill	11/07/2018		Sustainable Northwest	Inv# SNW Invoice 2018-02 Strategy & Messaging Development			Payables	1,317.94	1,317.94
	Bill	01/31/2019		Sustainable Northwest	Inv# SNW Invoice 2018-03 Strategy & Messaging Development + Consulting			Payables	2,164.49	2,164.49
	Bill	02/05/2019		Micah Cerelli Mastrandrea	1/1/2019 Period : Arch Cape Forest Logo			Payables	300.00	300.00
	Bill	05/10/2019		Springboard Forestry	Inv# 1039 Watershed merchantability rpt - cmty forest			Payables	562.50	562.50
	Bill	05/13/2019		North Coast Land Conservancy	Inv# 20190401 ACDWSD Portion of Timber Cruise			Payables	11,296.20	11,296.20
	Bill	07/16/2019		Mary Olson	LaserPrint receipt : Tri fold handouts \$45.35 & Action Sign Decals \$20.00			Payables	63.35	63.35
	Check	09/16/2019	POS	Lazerprint	Tri-Fold brochures : Watershed Tour			Arch Cape Water	39.75	39.75
	Check	09/17/2019	POS	Sign-One	AC Forest Stickers			Arch Cape Water	131.50	131.50
	Check	09/18/2019	POS	Enterprise Rent A Car	Van rental : Assoc. of OR Counties Watershed Tour			Arch Cape Water	258.63	258.63
	Bill	06/02/2020		Ticor Title	Escrow#36262004451 Purchase & Sales Agreement Option Fee			Payables	10,000.00	10,000.00
	Bill	08/17/2020		Silviaterra	Inv# PCH00148 Watershed FVS formatting for growth / yield modeling			Payables	875.00	875.00
	Bill	09/01/2020		Schwabe	Inv# 1645183 Recording fee - Clatsop Cty - Timberland acquisition			Payables	107.00	107.00
	Bill	11/18/2020		Silviaterra	Inv# PCH00172 Watershed FVS formatting \$175/hr x 5 hrs			Payables	875.00	875.00
	Bill	11/23/2020		Springboard Forestry	Inv# 1089 Watershed comprehensive mtg support & work with GWR staff			Payables	1,425.00	1,425.00
	Bill	09/22/2021		Sustainable Northwest	Inv# 2021-01 & 02 ACDWSD Plan & Facilitate ACF Advis	AC Water		Payables	10,000.00	10,000.00
	Bill	10/11/2021		LaserPrint	Inv# 53500 ACF Outreach Color Copies	AC Water		Payables	81.00	81.00
	Bill	10/18/2021		Maul Foster Alongi	Inv# 44661 Proj# 2143.01.01 Phase I ESA - watershed	AC Water		Payables	4,950.00	4,950.00
	Bill	12/09/2021		LaserPrint	Inv# 53562 Forest Ltrs	AC Water		Payables	21.75	21.75
	Bill	12/13/2021		Springboard Forestry	Inv# 1125 Sep & Oct ACF Mgmt Plan	AC Water		Payables	2,327.50	2,327.50
	Bill	01/21/2022	1131	Springboard Forestry	Inv #1131 Multi-Resource Forest Management Plan	AC Water		Payables	1,140.00	1,140.00
	Check	01/25/2022	73	Mason, Bruce & Girard	Appraisal	AC Water		Arch Cape Water	17,500.00	17,500.00
	Check	02/03/2022	EFT	USPS	Fiat Rate Postage	AC Water		Arch Cape Water	16.10	16.10
	Bill	03/10/2022	1138	Arch Cape Water District	Inv #1138 Multi-Resource Forest Management Plan	AC Water		Payables	1,472.50	1,472.50
	Bill	03/17/2022	53943	LaserPrint	Inv# 53943 Forest Topographical Maps	AC Water		Payables	129.00	129.00
	Bill	04/06/2022	Invoice 53922	LaserPrint	Arch Cape Forest	AC Water		Payables	270.95	270.95
	Bill	05/05/2022	Invoice # 54000	LaserPrint	Arch Cape Forest	AC Water		Payables	201.00	201.00
	Check	06/09/2022	162	LaserPrint	Watershed	AC Water		Arch Cape Water	129.00	129.00
	Bill	08/04/2022	54238	LaserPrint	Celebration Postcards	AC Water		Payables	103.88	103.88
<b>Total Watershed</b>										<b>78,310.63</b>

**Staffing Costs: Hours recorded for “Watershed” from 05-22-17 through 11-18-22 with allocated costs (spent from General Fund Appropriation - Personnel Services)**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	TOTAL HOURS	Salary	Hourly Rate	Salary Cost	Employer Taxes	PERS	ALLOCATED STAFF COST
<b>FY2016</b>											8	1	<b>9</b>	\$ 67,485	\$ 32.44	\$ 292	\$ 38	\$ 40	\$ 370
<b>FY2017</b>	14.5	8.5	0	12.5	11	10	31	22	19.5	13.5	20.5	5	<b>168</b>	\$ 69,953	\$ 33.63	\$ 5,650	\$ 737	\$ 781	\$ 7,169
<b>FY2018</b>	17	26.5	20	16	24	13.5	18.5	19.5	4	10.5	24.5	18.5	<b>212</b>	\$ 69,778	\$ 33.55	\$ 7,112	\$ 928	\$ 1,290	\$ 9,330
<b>FY2019</b>	19.5	29.5	19	15	18	14.5	30	25	10.5	3	44.5	52	<b>281</b>	\$ 75,882	\$ 36.48	\$ 10,233	\$ 1,335	\$ 1,856	\$ 13,425
<b>FY2020</b>	32.8	18	32	39.5	21.5	19.8	16.8	22	30.5	20.75	37	36	<b>327</b>	\$ 79,140	\$ 38.05	\$ 12,423	\$ 1,621	\$ 2,280	\$ 16,323
<b>FY2021</b>	33	13.5	14	23.5	12.5	8.5	24	17	16	19	22	19	<b>222</b>	\$ 78,069	\$ 37.53	\$ 8,332	\$ 1,087	\$ 1,529	\$ 10,949
<b>FY2022</b>	5.65	11.5	21	10.5	18.5								<b>67</b>	\$ 88,297	\$ 42.45	\$ 2,851	\$ 372	\$ 523	\$ 3,746
<b>TOTAL</b>													<b>1285</b>						<b>\$ 61,312</b>

Example: Daily Time Reporting Sheet completed by District Manager.

August 7, 2018      Total Hrs: 16.00      6.75 (42%)      9.25 (58%)

**Dist Mgr**      Mth      Start Tasks : Mgr

WATERSHED  
Mail / Phone  
WWTP Work

**Plant Oper**      Start Tasks : Opr

Daily - DMR's  
WTP Work  
Irrigation Site  
WWTP Work

Split	Water	Sewer
	5	
0.5		2.5

**NOTE:**

The daily reporting time sheet (one of which is pictured to the left) are the District’s legal time reporting documents. Each time sheet is created from an EXCEL application that was used by the District Manager each day. The projects in the left windows of the time sheet were selected from a more extensive “defined projects drop-down list” in order to report associated work hours.

For the purpose of this accounting, every daily time sheet during the above 7 year time period was reviewed and the time that was recorded for the “WATERSHED” line-item project is represented in the table above.

The “WATERSHED” project line-item in these time sheets is the same line-item as that in the list of contractor costs and expenses on the previous page and the same-line item as was on the budget during those years.

All invoices / payment documentation and time sheets are available for review by making a public record request.

**Total Expenditures for Watershed from General Fund = \$139,622**

- Services & Materials = \$ 78,310
- District Staff = \$ 61,312

ARCH CAPE WATER DISTRICT FY 2024-25 BUDGET					
CAPITAL FUND					
FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 AMENDED	FY 2023-24 ESTIMATED		FY 2024-25 ADOPTED
<b>RESOURCES</b>					
<b>BEGINNING FUND BALANCE</b>					
99,991	118,977	75,828	40,317	Undesignated Balance	41,450
<b>99,991</b>	<b>118,977</b>	<b>75,828</b>	<b>40,317</b>	<b>TOTAL BEGINNING BALANCE</b>	<b>41,450</b>
<b>REVENUE</b>					
18,986	38,340	13,163	26,133	Systems Development Charges	13,426
<b>18,986</b>	<b>38,340</b>	<b>13,163</b>	<b>26,133</b>	<b>TOTAL REVENUE</b>	<b>13,426</b>
<b>INTERFUND TRANSFERS</b>					
				Transfer From General Fund	
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL INTERFUND TRANSFERS</b>	<b>0</b>
<b>18,986</b>	<b>38,340</b>	<b>13,163</b>	<b>26,133</b>	<b>TOTAL REVENUE</b>	<b>13,426</b>
<b>118,977</b>	<b>157,317</b>	<b>88,991</b>	<b>66,450</b>	<b>TOTAL RESOURCES</b>	<b>54,876</b>
<b>REQUIREMENTS</b>					
<b>EXPENDITURES</b>					
<b>CAPITAL OUTLAY</b>					
		25,000	25,000	Water Plant IT infrastructure Upgrade	25,000
	117,000			Meters Replacement	
<b>0</b>	<b>117,000</b>	<b>25,000</b>	<b>25,000</b>	<b>Total Capital Outlay</b>	<b>25,000</b>
<b>0</b>	<b>117,000</b>	<b>25,000</b>	<b>25,000</b>	<b>TOTAL EXPENDITURES</b>	<b>25,000</b>
<b>CONTINGENCY &amp; UNAPPROPRIATED BALANCE</b>					
		63,990	0	Contingency	25,000
<b>0</b>	<b>0</b>	<b>63,991</b>	<b>0</b>	<b>Total Contingency</b>	<b>25,000</b>

118,977	40,317	0	41,450	UNAPPROPRIATED BALANCE	4,876
118,977	40,317	63,991	41,450	TOTAL CONTINGENCY & UNAPP. ENDING BALANCE	29,876
118,977	157,317	88,991	66,450	TOTAL REQUIREMENTS	54,876

**ARCH CAPE WATER DISTRICT FY 2024-25 BUDGET  
FOREST FUND**

	FY 2022-23	FY 2023-24	FY 2023-24		FY 2024-25
	ACTUAL	BUDGET	PROJECTED	BEGINNING BALANCE	ADOPTED
				RESOURCES	
<b>BEGINNING FUND BALANCE</b>					
	15,852	409,103	189,529	Unrestricted Balance	349,709
				Reserved for Future Expenditures	75,000
				Earnest Money	
<b>0</b>	<b>15,852</b>	<b>409,103</b>	<b>189,529</b>	<b>TOTAL BEGINNING BALANCE</b>	<b>424,709</b>
<b>REVENUE</b>					
	53,936	776,626	436,664	ARPA Grant Reimbursement	479,800
				Forest Legacy Program Grant	
				Clatsop County Contribution	
		30,000		Safe Drinking Water Revolving Loan Fund Reimbursement	30,000
	303,251		21,725	Private Donations	
			90,000	Hollis Foundation Grant	
				Cell Tower	100
		14,625	11,500	Interest on LGIP Account	8,241
<b>0</b>	<b>357,187</b>	<b>821,251</b>	<b>559,889</b>	<b>TOTAL REVENUE</b>	<b>518,141</b>
<b>0</b>	<b>373,039</b>	<b>1,230,354</b>	<b>749,418</b>	<b>TOTAL RESOURCES</b>	<b>942,850</b>
				REQUIREMENTS	
<b>EXPENDITURES</b>					
<b>MATERIALS &amp; SERVICES</b>					
		2,335	2,550	ODF - Fire Protection	2,600
		10,000	2,700	Audit	



		4,500	6,430	Legal/ Land Use	11,500
	6,000	6,000	6,000	Finance Mgmt	6,300
	47,429	40,836	42,190	Project Management	4,500
		13,104		Distrtic Staff Project Management	
				Road Management Consulting	55,000
	55,019	45,029	44,912	Forest Management Consulting	8,500
				Road Maintenance Supplies - Rock	32,852
				Other Road Maintenance/Services	110,000
				Land Restoration	14,000
	46,549	48,258	39,892	Pre-Commercial Thinning	
	5,850			Conservation Planning	
				Miscellaneous	1,500
<b>0</b>	<b>160,847</b>	<b>170,062</b>	<b>144,674</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>246,752</b>
<b>CAPITAL OUTLAY</b>					
				Land Purchase	
				Closing Cost	
	22,663	638,899	180,036	Road Construction	175,000
				Road Decommissioning	95,000
<b>0</b>	<b>22,663</b>	<b>638,899</b>	<b>180,036</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>270,000</b>
<b>INTERFUND TRANSFERS</b>					
				Transfer to General Fund (Forest Expense pre-purchase)	139,622
				Transfer to General Fund (Audit)	3,000
				Transfer to General Fund (staff time for property mgmt.)	3,000
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>TOTAL INTERFUND TRANSFERS</b>	<b>145,622</b>
<b>0</b>	<b>183,510</b>	<b>808,961</b>	<b>324,710</b>	<b>TOTAL EXPENDITURES</b>	<b>662,374</b>
<b>CONTINGENCY AND UNAPPROPRIATED BALANCE</b>					
		421,393		Contingency	110,396
				Restricted Balance	75,000

	189,529		424,709	Unappropriated Balance	95,080
<b>0</b>	<b>189,529</b>	<b>421,393</b>	<b>424,709</b>	<b>TOTAL CONTINGENCY &amp; UNAPP. BAL (ENDING)</b>	<b>280,476</b>
<b>0</b>	<b>373,039</b>	<b>1,230,354</b>	<b>749,418</b>	<b>TOTAL REQUIREMENTS</b>	<b>942,850</b>

