

NOTICE OF BUDGET HEARING

A public meeting of the Otter Rock Water District will be held on JUNE 27, 2023, at 6pm ONLINE VIA ZOOM. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2023, as approved by the Otter Rock Water District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained by appointment made by email request to orwdooffice@gmail.com and is available online at otterrockwater.org.

This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year. The major changes and their effect on the budget are: Increased Fees and Rates for several categories to cover increased costs. The total of all funds shown in this summary includes reserve funds.

Otter Rock Water District			
TOTAL OF ALL FUNDS	This year	This year	Next year
Water Department	Actual Amounts	Adopted Budget	Approved Budget
RESOURCES	2022-2023	2022-2023	2023-2024
Beginning Fund Balance/Net Working Capital	204,382	209,352	255,580
Fees, Licenses, Permits, Fines & Other Charges	0	0	0
Grants, Gifts, Allocations & Donations	0	0	0
Revenue from Bonds & Other Debt.	0	0	0
Interfund Transfers/Internal SerV Reimbursements	15,000	15,000	0
All Other Res Except Current Year Prop Taxes	149,534	121,161	161,179
Current Year Property Taxes Estimated	0	0	0
Total Resources	368,916 0	345,513	416,759
EXPENSES			
Personnel Services	15,369	12,294	13,840
Materials and Services	156,778	166,574	208,218
Capital Outlay	0	0	0
Debt Service	0	0	0
Interfund Transfers	15000	15,000	0
Contingencies	15,389	15,389	13,458
Special Payments	0	0	0
Unappropriated Ending Balance/Reserved	166,380	136,256	181,243
Total Requirements	368,916	345,513	416,759
difference	0 0	0 0	0
FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT			
Name of Organizational Unit or Program			
FTE for Unit or Program			
Water Department	15,369	12,294	13,840
FTE	0.3	0.3	0.3
Total Requirements	15,369	12,294	13,840
Total FTE	0.3	0.3	0.3
STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING			
Costs of services and materials continue to increase. An EPA survey will be completed and meters will be installed. Business Oregon Safe Drinking Water Loan is being requested for needed infrastructure improvements.			
PROPERTY TAX LEVIES			
STATEMENT OF INDEBTEDNESS			
NONE			



NOTICE OF ORWD ANNUAL BUDGET HEARING AND RATE INCREASE HEARING

The Otter Rock Water District's annual Budget Hearing and a Rate/Fee Increase Hearing will be held on June 27, 2023, at 6 pm via Zoom.

The ORWD Budget Committee has recommended rate increases for the upcoming Fiscal Year of 2023-2024. As allowed under ORWD Resolution 2017-01.

The District continues to use Hiland Water Inc for running our water system and costs of services and materials continue to increase. We are tasked with completing an EPA survey this fiscal year along with a focused effort to install meters. We are also moving forward with a Business Oregon Safe Drinking Water Loan. All of these factors have contributed to the increase we are going to see in rates and fees.

Recommended Increases are as follows:

Residential Water Rates will increase by \$15.00 per month, Single Family Vacation Rental will increase to \$98.00 per month, and Commercial Water Rates will increase by approximately 40%.

Commercial Residential properties will move from a Residential Rate to a Commercial Residential Rate of \$85.00 per unit (listed as Single-Unit Commercial on the 2023-2024 rate sheet).

Turn on for cancelled service fee will increase from \$600.00 to \$780.00 to reflect the monthly increase in residential rates.

One new fee of \$15.00 will be added to the rate sheet for Returned Checks (Non-sufficient funds or closed account).

See next page for the Budget Hearing Notice and Budget Summary

Respectfully

Your Otter Rock Water District Board and Budget Committee

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

SYSTEM DEVELOPMENT FUND
(Fund)

OTTER ROCK WATER DISTRICT
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS			Budget for Next Year 2023 – 24					
Actual		Adopted Budget Year 2022 - 23				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 20__ - __	First Preceding Year 20__ - __										
1			1	RESOURCES					1		
2		23,446	2	Cash on hand * (cash basis), or			60,724	60,724	60,724	2	
3			3	Working Capital (accrual basis)						3	
4			4	Previously levied taxes estimated to be received						4	
5		7	5	Interest			1,500	1,500	1,500	5	
6			6	Transferred IN, from other funds						6	
7		12,426	7	SD Charge			13,303	13,303	13,303	7	
8			8							8	
9			9							9	
10	0	0	35,879	10	Total Resources, except taxes to be levied			75,527	75,527	75,527	10
11				11	Taxes estimated to be received						11
12				12	Taxes collected in year levied						12
13	0	0	35,879	13	TOTAL RESOURCES			75,527	75,527	75,527	13
14				14	REQUIREMENTS **						14
15				15	Org Unit or Prog & Activity	Object Classification	Detail				15
16			35,879	16		RFE	RESERVED FOR FUTURE EXPENDITURE	75,527	75,527	75,527	16
17				17							17
18				18							18
19				19							19
20				20							20
21				21							21
22				22							22
23				23							23
24				24							24
25				25							25
26				26							26
27				27							27
28				28							28
29				29	Ending balance (prior years)						29
30				30	UNAPPROPRIATED ENDING FUND BALANCE						30
31	0	0	35,879	31	TOTAL REQUIREMENTS			75,527	75,527	75,527	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
CHLORINATION PROJECT FUND**
(Fund)

OTTER ROCK WATER DISTRICT
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2023-24						
Actual		Adopted Budget Year 2022 - 23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
Second Preceding Year 20__ - __	First Preceding Year 20__ - __									
1			1	RESOURCES			1			
2		17,668	2	Cash on hand * (cash basis), or	19,170	19,170	15,726	2		
3			3	Working Capital (accrual basis)				3		
4			4	Previously levied taxes estimated to be received				4		
5		2	5	Interest	2	2	2	5		
6			6	Transferred IN, from other funds				6		
7			7					7		
8			8					8		
9			9					9		
10	0	0	10	Total Resources, except taxes to be levied	19,172	19,172	15,728	10		
11			11	Taxes estimated to be received				11		
12			12	Taxes collected in year levied				12		
13	0	0	13	TOTAL RESOURCES	19,172	19,172	15,728	13		
14			14	REQUIREMENTS **				14		
15			15	Org Unit or Prog & Activity	Object Classification	Detail		15		
16		7,500	16	Water Dept		Facility Construction	3,446	3,446	15,728	16
17		1,125	17	Water Dept		Contingency	0	0	0	17
18			18							18
19			19							19
20			20							20
21			21							21
22			22							22
23			23							23
24			24							24
25			25							25
26			26							26
27			27							27
28			28							28
29			29	Ending balance (prior years)						29
30		9,045	30	UNAPPROPRIATED ENDING FUND BALANCE			15,726	15,726	0	30
31	0	0	31	TOTAL REQUIREMENTS			19,172	19,172	15,728	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**FORM
LB-11**

This fund is authorized and established by resolution / ordinance number
2022-19 on **06/28/2022** for the following specified purpose:

Emergencies and Capitol Improvements

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: 2032

LGIP SAVINGS
(Fund)

OTTER ROCK WATER DISTRICT
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2023 – 24						
Actual		Adopted Budget Year 2022 - 23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
Second Preceding Year 20__ - __	First Preceding Year 20__ - __									
1			1	RESOURCES			1			
2		68,020	2	Cash on hand * (cash basis), or	85,109	85,109	85,109	2		
3			3	Working Capital (accrual basis)				3		
4		0	4	Previously levied taxes estimated to be received	0	0	0	4		
5		312	5	Interest	2,060	2,060	2,060	5		
6		15,000	6	Transferred IN, from other funds	0	0	0	6		
7			7					7		
8			8					8		
9			9					9		
10	0	0	10	Total Resources, except taxes to be levied	87,169	87,169	87,169	10		
11			11	Taxes estimated to be received	0			11		
12			12	Taxes collected in year levied				12		
13	0	0	13	TOTAL RESOURCES	87,169	87,169	87,169	13		
14			14	REQUIREMENTS **				14		
15			15	Org. Unit or Prog. & Activity	Object Classification	Detail		15		
16		83,332	16		RFE	RESERVED FOR FUTURE EXPENDITURE	87,169	87,169	16	
17			17					17		
18			18					18		
19			19					19		
20			20					20		
21			21					21		
22			22					22		
23			23					23		
24			24					24		
25			25					25		
26			26					26		
27			27					27		
28			28					28		
29			29	Ending balance (prior years)					29	
30			30	UNAPPROPRIATED ENDING FUND BALANCE			0	0	0	30
31	0	0	31	TOTAL REQUIREMENTS			87,169	87,169	87,169	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

RESOURCES
GENERAL FUND
(Fund)

OTTER ROCK WATER DISTRICT

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2022-23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-21	First Preceding Year 2021-22						
1	23,000	91,665	100,218	1 Available cash on hand* (cash basis) or	90,577	90,577	70,000	1
2				2 Net working capital (accrual basis)				2
3				3 Previously levied taxes estimated to be received				3
4	1,388	450	24	4 Interest	25	25	25	4
5				5 Transferred IN, from other funds				5
6				6 OTHER RESOURCES				6
7	97,597	97,530	108,390	7 Water Sales	144,289	144,289	144,289	7
8	600	0	0	8 Donations	0	0	0	8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	122,585	189,645	208,632	29 Total resources, except taxes to be levied	234,891	234,891	214,314	29
30				30 Taxes estimated to be received				30
31				31 Taxes collected in year levied				31
32	122,585	189,645	208,632	32 TOTAL RESOURCES	234,891	234,891	214,314	32

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

REQUIREMENTS SUMMARY

**FORM
LB-30**

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

GENERAL FUND

OTTER ROCK WATER DISTRICT

(name of fund)

(name of Municipal Corporation)

Historical Data			REQUIREMENTS FOR: <u>WATER DEPARTMENT</u>	Budget For Next Year 2023-24				
Actual		Adopted Budget This Year 2022-23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2020-21	First Preceding Year 2021-22							
1			1	PERSONNEL SERVICES			1	
2	7,200	7,200	2	Admin/Secretarial	10820	10820	10820	2
3	45,261	0	3	Water Svcs-Superintendent)	0	0	0	3
4	4,352	648	4	Payroll Taxes	1,025	1,025	1,025	4
5	3,600	400	5	Travel	600	600	600	5
6	900	460	6	Payroll Processing	1,295	1,295	1,295	6
7	61,313	8,708	7	TOTAL PERSONNEL SERVICES	13,740	13,740	13,740	8
8	1.3	0.3	8	Total Full-Time Equivalent (FTE)	0.3	0.3	0.3	9
9			9	MATERIALS AND SERVICES			10	
10	25,719	46,639	10	System Repair & Maint	15,000	15,000	15,000	11
11		0	11	EPA Survey	38,000	38,000	18,000	12
12		0	12	Grants/loan application fees	20,000	20,000	20,000	13
13		0	13	Government fees/dues	900	900	900	14
14	500	500	14	Community Hall Bldg Maint	2,000	2,000	2,000	15
15	55	144	15	Bank Fees-Safe Deposit	795	795	795	16
16	3,425	2,900	16	Office Expenses	3,813	3,813	3,813	17
17	4,275	24,300	17	Legal & Accounting	22,000	22,000	22,000	18
18	3,665	3,307	18	Insurance-P&L and WC	5,900	5,900	5,900	19
19	3,482	2,870	19	Utilities	2,660	2,660	2,660	20
20	3,201	3,122	20	Water Testing	2,800	2,800	2,800	21
21	8,950	10,117	21	Contingencies	12,333	12,333	11,756	22
22	0		22	Meter Installation	58,650	58,650	58,650	23
23			23	Infrastructure Repairs & Maint	5,000	5,000	5,000	24
24		25,600	24	Operations Service Contract	25,300	25,300	25,300	25
25		35,438	25	Chlorination Facility - Restricted	0	0	0	
26		18,000	26	Chlorination Facility - General	0	0	0	
27	53,272	172,937	27	TOTAL MATERIALS AND SERVICES	215,151	215,151	194,574	27
28			28	CAPITAL OUTLAY			28	
29			29					29
30			30					30
31			31					31
32			32					32
33			33					33
34			34					34
35	0	0	35	TOTAL CAPITAL OUTLAY	0	0	0	35
36	114,585	181,645	36	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	228,891	228,891	208,314	36

FORM
LB-30

REQUIREMENTS SUMMARY
 NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
 GENERAL FUND
 (name of fund)

OTTER ROCK WATER DISTRICTG
 (name of Municipal Corporation)

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2022-23			
	Actual		Adopted Budget This Year 2022-23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-21	First Preceding Year 2021-22						
1				1 PERSONNEL SERVICES NOT ALLOCATED				1
2				2				2
3				3				3
4	0	0	0	4 TOTAL PERSONNEL SERVICES	0	0	0	4
5				5 Total Full-Time Equivalent (FTE)				5
6				6 MATERIALS AND SERVICES NOT ALLOCATED				6
7				7				7
8				8				8
9	0	0	0	9 TOTAL MATERIALS AND SERVICES	0	0	0	9
10				10 CAPITAL OUTLAY NOT ALLOCATED				10
11				11				11
12				12				12
13	0	0	0	13 TOTAL CAPITAL OUTLAY	0	0	0	13
14				14 DEBT SERVICE				14
15				15				15
16				16				16
17	0	0	0	17 TOTAL DEBT SERVICE	0	0	0	17
18				18 SPECIAL PAYMENTS				18
19				19				19
20				20				20
21	0	0	0	21 TOTAL SPECIAL PAYMENTS	0	0	0	21
22				22 INTERFUND TRANSFERS				22
23			15,000	23 Transfer to LGIP	0	0	0	23
24				24				24
25				25				25
26				26				26
27				27				27
28	0	0	15,000	28 TOTAL INTERFUND TRANSFERS	0	0	0	28
29			14,264	29 OPERATING CONTINGENCY	12,333	12,333	11,756	29
30			0	30 RESERVED FOR FUTURE EXPENDITURE				30
31			8,000	31 UNAPPROPRIATED ENDING BALANCE	6,000	6,000	6,000	31
32	0	0	37,264	32 Total Requirements NOT ALLOCATED	18,333	18,333	17,756	32
33	114,585	18,645	171,368	33 Total Requirements for ALL Org.Units/Programs within fund	228,891	228,891	208,314	33
34				34 Ending balance (prior years)				34
35	114,585	18,645	208,632	35 TOTAL REQUIREMENTS	247,224	247,224	226,070	35

Resolution No. 2023-22

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Commissioners of the Otter Rock Water District hereby adopts the budget for the fiscal year 2023-2024 in the total amount of \$ 392,736. This budget is now on file at 6515 Gladys Avenue, Otter Rock, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the Board of Commissioners of the Otter Rock Water District hereby appropriated for the fiscal year beginning July 1, 2023, for the following purposes.

<u>General Fund</u>		<u>Chlorination Project Fund</u>	
Water Department	\$ 196,558	Water Department	\$15,726
<u>Not Allocated to Organizational Unit</u>		<u>Not Allocated to Organizational Unit</u>	
Contingency	\$ 11,756	Contingency	\$ 0
Total	\$ 208,314	Total	\$ 15,726

Total APPROPRIATIONS All Funds	\$ 212,284
Total Unappropriated and Reserve Amounts All Funds	\$ <u>180,452</u>
TOTAL ADOPTED BUDGET	\$ 392,736

The above resolution statements were approved and declared adopted on June 27, 2023.



Lisa Hall, Board Vice-President

Attest:


Beth Elliker, Board Secretary

Resolution No. 2023-23

RESOLUTION AMENDING RATES AND CHARGES

WHEREAS, on June 27, 2023, after due consideration of public comments, the Otter Rock Water District Budget Committee deliberated and approved the proposed budget and recommended adoption of the budget including but not limited to, an increase in certain water rates and fees; and

WHEREAS, on June 27, 2023, the governing body of the Otter Rock Water District conducted a public hearing noticed in accordance with Oregon local budget law; and

WHEREAS, after due consideration of public comment the Board adopted the Otter Rock Water District budget for the fiscal year 2023-2024; and

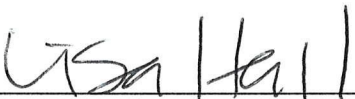
WHEREAS, on June 27, 2023, the Otter Rock Water District scheduled a public hearing, noticed in accordance with ORS 264.412, to consider an increase in certain water rates and fees and at such public hearing all interested persons were given an opportunity to submit written and oral testimony on the proposed increase; and

WHEREAS, after deliberation the Otter Rock Water District governing board voted to approve the increase in rates and fees.

NOW THEREFORE, Be it resolved that the Board of Directors for the Otter Rock Water District that:

- 1) The recitals set forth above are true and correct and adopted by this reference; and
- 2) The attached Table 1: 2023-2024 CURRENT RATES, FEES, AND CHARGES of Otter Rock Water District is hereby approved and adopted for the fiscal year 2023-2024 and incorporated herein by this reference.
- 3) New rates, fees and charges in Table 1 are effective commencing August 1, 2023

ADOPTED BY OTTER ROCK WATER BOARD THIS 27TH DAY OF JUNE 2023



Lisa Hall, Board Vice-President

Attest:



Beth Elliker, Board Secretary

OTTER ROCK WATER DISTRICT
2023-2024 CURRENT RATES, FEES, AND CHARGES

RESIDENTIAL: 3/4 inch minimum service	<u>Monthly Rate</u>
Single Family (flat rate)	\$65.00
Short-Term Vacation Rental* (flat rate)	\$98.00
*as documented and licensed by Lincoln County ordinances	
Multi-Unit (3-plex and larger, metered)	\$85.00, per unit

COMMERCIAL: All commercial users shall be metered.

	<u>Meter Size</u>	<u>Monthly Base Rate</u>
Single-Unit Commercial		
3/4 inch		\$85.00
1 inch		\$95.00
1 1/2 inch		\$138.00
2 inch		\$138.00
Multi-Unit Commercial		
2 inch		\$85.00, per unit
Government/Public Facility		
3/4 inch		\$72.50
2 inch		\$72.50, per unit
Additional per bath/shower		\$14.50

METERED RATES:

Metered Water rate is \$4.0 per 1000 gallon for overages over the base. Overage charges above the base apply to all accounts except single family residential.

BASE GALLONS:

Base Gallons by meter size for calculation of metered overage charges are as follows:

<u>Meter Size</u>	<u>Base Gallon</u>
3/4 inch	6,500
1 inch	10,500
1 1/2 inch	18,500
2 inch	33,000

FEES:

Turn off or turn on*	\$75.00
Turn on to resume cancelled service	\$780.00
Late payment: 30 days late	\$10.00
Late payment: 60 days late	\$20.00
Returned check (Non-sufficient funds or closed account)	\$15.00
New owner application to existing service	\$25.00
Application fee for billing tenant	\$30.00
New water service application/connection fee**	\$750.00
System Development Charge (SDC) Ordinance 2018-05***	\$13,303.00

* Turn off and turn on fees for non-payment disconnect, or one-time replacement/repair of shutoff valves and lines. ** Connection fee for new service to lot, plus the cost of line installation and a water meter.

*** System Development Charge - charged per lot for all new construction requiring the issuance of a building permit and due when a building permit is issued. The SDC is updated in January of each year based on the previous year's Construction Cost Index (CCI).