

LEAK ADJUSTMENT REQUEST

Shane Spontini 2634 Roberts Creek Road 7594-000

| | <u>Gallons</u> | <u>Billing</u> | <u>ADJUSTMENT</u> |
|----------|----------------|----------------|--|
| May 2017 | 64,200 | \$ 178.30 | \$178.30 - 46.00 = \$132.30 / 2 = \$ 66.15 credit |
| May 2016 | 9,500 | \$ 46.00 | |

To whom this may concern,

On April 27th 2017 I came home to my water main broken around 6pm. As soon as I could I shut off the main, and called Roberts Creek water district's emergency line, Dan came out right away to fix the issue, sense it was on my side of the pipe he could not fix the issue but did tell me what to get and how to fix it, the copper fitting was broken. Some one ran over my water box and smashed the box on to the pipes causing the copper fitting to break.

People constantly use my driveway as a turn around and ran over the water box.

I am asking if I can please have the credit back, the broken water was not my fault, our water bill has never been this high, nor have I used this much water. I'm sure records should show also.

I hope this can be fixed, and I'm sorry for any trouble this has caused.

Thank you!

- Carissa Spontini
2634 Roberts Creek Rd
RSby or 97470

RECEIVED

MAY 30 2017

Roberts Creek Water District

**MINUTES OF THE
BUDGET COMMITTEE MEETING AND
REGULAR BOARD OF COMMISSIONERS MEETING
ROBERTS CREEK WATER DISTRICT
May 11, 2017**

President Tracey Parker called the budget committee meeting to order at 5:41 pm. Present were Commissioners Phil Bigler, Carolyn White, Tom Fullbright, and Steve Lusch. Also present were Budget Committee members Shirley McSperitt, Ron Curry, Gary Schroeder, Patricia Cross, and Kat Stone. Office Manager David Campos, Superintendent Alan Paulson, and visitor Dan Radford were also present.

After introductions, President Parker called upon the budget committee to nominate a chairperson and secretary for the budget meeting. Committee member Shirley McSperitt nominated Commissioner Fullbright as Chairperson. Commissioner Fullbright declined, and subsequently nominated member Ron Curry. Commissioner Lusch seconded the motion. Approval was unanimous. Commissioner Fullbright nominated Office Manager David Campos as the meeting secretary. Commissioner Bigler seconded the motion, and approval was unanimous.

Office Manager and Budget Officer David Campos delivered the Budget Message. Chairperson Curry then commenced the review of the budget detail. Shirley McSperitt had several questions regarding the budgeted expenditures, which were answered by David Campos and Superintendent Alan Paulson. Following committee discussion and comments, Commissioner Fullbright made a motion to approve the 2017-18 budget, as proposed. Commissioner White seconded the motion. Approval was unanimous.

The Board thanked the members of the Budget Committee for their input and the committee members, with the exception of Shirley McSperitt, exited the meeting.

President Parker called the regular Board meeting to order at 6:43 pm. Visitors Guy Kennerly and Misty Pickle presented the proposed health insurance renewal for the 2017-18 year. The current SDIS plan had very little changes in coverage, with only a 1.5% increase in premium. The Board was pleased with the rates and the current plan. Misty also presented an option through SDIS for supplemental Life/Short-Term Disability/Long-term Disability/Accidental Death and Dismemberment insurance. The District currently has a supplemental insurance plan through UNUM. The SDIS plan varied slightly, with some aspects of the coverage better and some slightly less beneficial, when compared to the UNUM plan. The quoted premium for the SDIS plan was lower than the UNUM plan. After a brief discussion, Commissioner Bigler made a motion to renew the existing medical and dental insurance plans and switch the

supplemental insurance plan from UNUM to SDIS with the \$20,000 life insurance option. Commissioner White seconded the motion, and approval was unanimous.

Commissioner Fullbright made a motion to approve the water availability applications for Thomas Holcomb at 161 Green Siding Rd and Ron and Janet Milton (Rising River RV Park at 5579 Grange Rd. Commissioner Lusch seconded the motion, and approval was unanimous.

Commissioner Fullbright made a motion to approve the combined April minutes, financials and accounts payable. Commissioner Lusch seconded the motion, and approval was unanimous.

Office Manager David Campos gave his monthly report. He presented Resolution R-2017-05-01 to the Board for approval. R-2017-05-01 authorizes an interfund transfer of \$38,000 in the Capital Projects Fund. The \$38,000 will reduce budgeted capital outlay expenditures and increase debt service expenditures by \$38,000. This transfer will accommodate for the new semi-annual interest payment in June, resulting from the treatment plant upgrade loan refinance. Commissioner Fullbright made a motion to adopt Resolution R-2017-05-01. Commissioner Lusch seconded the motion, and approval was unanimous.

David presented a suggestion to the Board to increase the fee the District pays to certified backflow testers for non-compliant customer tests. David noted that the fee of \$40 has not changed since at least 2009. David also added that most backflow testers now charge at least \$45. Commissioner Bigler made a motion to increase the fee paid to \$45. Commissioner Lusch seconded the motion, and approval was unanimous.

David is looking is looking into having the parking lot sealed and striped. He will also look into having the outside of the office re-painted.

The office is working with BMS Technologies to get the new bills set up. The office is having issues with the export capabilities of the billing software. David also hopes to have the new District website live by next month. Commissioner Fullbright noted that the Budget Committee was surprised by how much David has accomplished in his first year and commended David on his performance thus far.

David informed the Board that he will be attending the Governmental Auditing and Accounting Conference this month in Eugene. This conference counts towards David's continuing education requirements and helps him keep updated on accounting standards. David reminded the Board that he budgeted extra for education in case any Board members wanted to attend annual conferences such as the SDAO conference.

Superintendent Alan Paulson gave his report. He informed the Board that Fire District No. 2 did some on-site rescue training at the treatment plant.

Alan informed the Board that Douglas County will be potentially selling 5 acres of property near Ingram Drive. There is a lien against the property for Special SDC's related to the Ingram Drive improvements. A Special SDC also applies for the Speedway Tank. The District has a loan payable to Douglas County from the construction of the tank. When the District collects proceeds from the Tank SDC, the funds are to be remitted to the County to repay the loan. In order to facilitate the sale, we are proposing that the County forward the SDC proceeds from the sale to the District. In return, the District will remit a check back to the County for the loan payment. This is the most logical approach and makes for transparent bookkeeping.

Alan also brought to the Board's attention that there is an issue with a meter at 200 Grant Smith Rd. When Taco Bell purchased the property, there was a stipulation in the sale that allowed the seller, Hideaway Holdings, to retain the rights to the meter along with an easement. Although this goes against District ordinance, we are suggesting that we move the meter across the street, allowing Hideaway Holdings to keep the meter, and thus eliminate the old deep line adjacent to Love's. Commissioner Bigler made a motion to make an exception and move the meter for Hideaway Holdings to the tax lot specified by the owner. Commissioner Fullbright seconded the motion, and approval was unanimous.

The Board went into executive session in accordance with ORS 192.660(2)(i) at 7:27pm and Dan Radford was excused from the meeting. President Parker called the regular Board meeting back into session at 7:37pm.

There being no further business before the Board, Commissioner Bigler made a motion to adjourn. Commissioner Lusch seconded the motion and approval was unanimous. President Parker adjourned the meeting at 7:27 p.m.

Commissioner
Roberts Creek Water District

Commissioner
Roberts Creek Water District

ROBERTS CREEK WATER DISTRICT

Profit & Loss

May 2017

Income

| | |
|--------------------------------------|-------------------|
| 401-a · Water Rates to Plant Upgrade | 40,000.00 |
| 401 · Water Sales | 92,098.45 |
| 405 · Standby Charges | 1,272.00 |
| 408 · Backflow Test Receipts | 375.00 |
| 410 · Miscellaneous Income | 3,579.72 |
| 412 · Interest | 53.61 |
| Total Income | 137,378.78 |

Expense

| | |
|---------------------------------------|-------------------|
| 501 · Office Manager | 5,142.70 |
| 502 · Office Assistants | 6,487.77 |
| 507 · Office Supplies | 719.96 |
| 508 · Telephone & Internet | 157.36 |
| 509 · Electricity (office) | 215.82 |
| 510 · Social Security | 908.86 |
| 511 · Workmen's Comp. | 5.89 |
| 515 · Health Insurance (office) | 4,489.08 |
| 517 · Repair & Maint. Office | 166.92 |
| 518 · Administrative | 250.00 |
| 519 · Contract Services | 2,149.70 |
| 524 · Education (office) | 414.00 |
| 525 · Misc. Expense | 335.22 |
| 528 · Postage | 1,200.00 |
| 530 · Unemployment Comp. | 463.35 |
| 534 · Capital Project Rate Transfer | 40,000.00 |
| 536 · Debit/Credit Card customer fees | 468.52 |
| 601 · Plant Superintendent | 7,201.15 |
| 602 · Service Crew | 22,420.28 |
| 603 · Backflow Tests | 270.00 |
| 605 · Freight | 1,051.61 |
| 606 · Tools | 376.86 |
| 607 · Supplies & Safety Items | 48.86 |
| 608 · Telephone / Internet | 282.83 |
| 609 · Plant Electricity & Gas | 7,945.42 |
| 610 · Social Security/Plant | 2,266.06 |
| 611 · Workmen's Compensation | 13.19 |
| 612 · Fees & Dues | 332.28 |
| 613 · Fuel | 525.24 |
| 614 · Vehicle Maintenance | 220.16 |
| 615 · Health Insurance (plant) | 10,008.17 |
| 617-A · R & M - Field | 7,124.80 |
| 617-B · R & M - Plant | 162.06 |
| 620 · Water Samples | 277.00 |
| 630 · Unemployment Comp. Plant | 1,155.23 |
| 639 · MIOX System | 617.12 |
| 650 · Safety Equipment | 353.25 |
| 675 · Inventory Adjustment | -1,113.34 |
| 684 · Replace Filter Media | 3,680.00 |
| Total Expense | 128,793.38 |

| | |
|----------------------------------|-----------------|
| Net Income - General Fund | 8,585.40 |
|----------------------------------|-----------------|

ROBERT CREEK CAPITAL PROJECTS

Profit & Loss

May 2017

Income

| | |
|---------------------------------------|------------------|
| 412 · INTEREST | 187.33 |
| 416 · TRANS GEN FUND to PLANT UPGRADE | 40,000.00 |
| Total Income | 40,187.33 |

Expense

| | |
|---------------------------------------|------------------|
| 706 · Upgrade Loan Payment / interest | 37,023.73 |
| Total Expense | 37,023.73 |

| | |
|---|-----------------|
| Net Income - Capital Projects Fund | 3,163.60 |
|---|-----------------|

ROBERTS CREEK WATER DISTRICT
ACCOUNTS PAYABLE
MAY 2017

| | | |
|----------------------------|---|-----------|
| Avista Utilities | Natural gas at office/plant/Carnes | 133.88 |
| Aaction Backflow | 6 Non-comp backflow tests | 270.00 |
| Apex Building Supply | Black caps, iron pipe, threading pipe, hardware | 44.72 |
| B & B Roads | Rock for the plant | 67.50 |
| Bassett-Hyland Co. | Fuel for company vehicles | 525.24 |
| Buddy George & Sons | Asphalt patching | 2,000.00 |
| C & S Fire Safe Services | Fire extinguisher inspections | 353.25 |
| Cardmember Service (Visa) | Conference fees for David, Strikers, Valve end, Office supplies, admin prof lunch, etc. | 1,184.63 |
| Corix | Service parts | 2,840.90 |
| David Campos | Reimburse mileage and office exp for April | 51.15 |
| Digital Deployment, Inc. | Streamline Website monthly fee | 200.00 |
| Douglas Co. Farmers' Co-Op | Service repair parts | 11.69 |
| Douglas Fast Net | Internet | 131.50 |
| Evoqua Water Technologies | 4 filter membranes + freight | 4,692.08 |
| Fastenal | Duct tape, Lenox PVC/ABS Pipe | 50.82 |
| Ferguson Waterworks | Meter boxes, Sch 40 pipe | 767.76 |
| Graphic Dimensions | billing cardstock (2 months worth), cut utility bills | 472.90 |
| Green Sanitary District | Monthly sewer fees | 114.00 |
| Long's Building Supply | Tube, roof rails, perf pipe and coupling | 21.98 |
| Merchant Connect | Monthly debit/credit card fees previous mo. | 468.52 |
| Metereaders | Monthly meter readings | 2,149.70 |
| Miox Corporation | 2 floats + freight | 630.22 |
| News Review | Public budget committee meeting | 111.51 |
| One Call Concepts | February and March tickets | 180.60 |
| Oregon Linen | Rugs for office | 53.92 |
| Overhead Door Co. | Repair blind in Board room | 75.00 |
| Pacific Power | Plant, Shop, Office electricity | 8,027.36 |
| Payroll: Office | Payroll | 8,439.84 |
| Plant | Payroll + draws | 20,389.18 |
| Commissioners | Board Compensation | 230.88 |
| Oregon Dept. Revenue EFTPS | Payroll Withholding + SUTA + WBF | 7,429.85 |
| Federal Withholding EFTPS | Payroll Withholding, Social Security & Medicare | 10,806.60 |
| Child Support EFTPS | Withheld from paycheck per court order | 468.00 |
| Refunds | Overpayment & Service Deposit refunds | 1,290.84 |
| SDIS | June health insurance premiums | 14,497.25 |
| Staples | Writing pads, countertop organizers, ink, paper misc. | 159.24 |
| TruEdge Communications | VOIP | 166.00 |
| Umpqua Quarries | Crushed rock for field | 307.83 |
| Umpqua Research | Water sample testing | 277.00 |
| U.S. Post Office | Bulk mail postage | 1,200.00 |
| Verizon Wireless | Cell phones for crew | 142.69 |
| Winston Auto Parts | Battery, filters, oil | 220.16 |
| Winston Sanitary | Dumpster at Carnes, etc. | 77.90 |

TOTAL GEN. FUND PAYABLES for April 2017

91,734.09

JPM Chase

Semi-annual interest pmt treatment plant loan

37,023.73

TOTAL CAP PROJECTS PAYABLES for May 2017

37,023.73

Office Manager's Report

June 2017 Meeting

| SALES | May | April | May Last Year |
|-------------|------------|------------|---------------|
| Gallons | 21,266,500 | 20,980,600 | 24,308,100 |
| Revenue | \$129,964 | \$129,280 | \$137,202 |
| Meters Sold | 0 | 4 | 0 |

| COMPARISONS | This FYTD | Last FYTD | Net Over/Under Last Yr. |
|-------------|-------------|-------------|-------------------------|
| Gallons | 303,742,500 | 314,514,600 | (10,772,100) |
| Revenue | \$1,600,590 | \$1,628,356 | (\$27,766) |

| VISA/MC | May | April | Fiscal YTD |
|------------------|----------|----------|------------|
| # Transactions | 306 | 291 | 3,121 |
| Total Transacted | \$16,219 | \$13,572 | \$166,231 |
| Fees We Paid | \$558 | \$469 | \$6,299 |

CHECKING ACCTS. AS OF May 31, 2017

| | |
|-------------------------------|--------------------|
| General Checking | \$77,139 |
| General Fund Money Market | \$408,698 |
| Surcharge Savings | \$53,211 |
| Capital Checking | \$89,439 |
| Capital Projects Money Market | \$914,293 |
| Upgrade Money Market | \$518,158 |
| | \$2,060,938 |

Budget Hearing: Board to receive any public comment on Budget, as approved.

Following Hearing, Board may adopt Resolution R-2017-06-01 to adopt 2017-18 Budget

Realizing Gloria has not been removed as a signer with Umpqua Bank, a motion is needed to remove her as an authorized signer on all RCWD accounts.

Our new District website is now live. See the new site at www.rcwaterdistrict.com. Some pages, such as the FAQ's, are still under construction.

Board to review audit contract from Neuner, Davidson, Cooley & Rapp, LLC for 2016-17 audit. Note that proposed contract does not reflect any discount for internally prepared financial statements and related notes.

Our 2016 Consumer Confidence Report is now available on our website. In lieu of mailing the annual report, we will provide a direct link to the pdf file on our website with the June billings.

David Campos, CPA
Office Manager

GENERAL FUND - ADMINISTRATIVE EXPENDITURES - FORM LB-31

ROBERTS CREEK WATER DISTRICT

| HISTORICAL DATA | | | 2017-18 BUDGET | | | |
|---------------------------------|--------------------------------|------------------------|--|----------------------------|------------------------------|------------------|
| Second Actual Preceding 2014-15 | First Actual Preceding 2015-16 | ADOPTED BUDGET 2016-17 | EXPENDITURE DESCRIPTION | Proposed by Budget Officer | APPROVED BY BUDGET COMMITTEE | ADOPTED BY BOARD |
| | | | Personnel Services / Office (# employees) | | | |
| 67,368 | 73,076 | 73,500 | 1 Office Manager (1) | 66,000 | 66,000 | |
| 71,415 | 68,073 | 79,500 | 2 Office Assistants (2) | 83,000 | 83,000 | |
| - | - | 2,000 | 3 Part-time fill-in person (1) | 2,000 | 2,000 | |
| 10,825 | 10,798 | 12,000 | 4 Social Security & Medicare (3) | 11,500 | 11,500 | |
| 322 | 108 | 500 | 5 Workmen's Compensation (3) | 500 | 500 | |
| 41,709 | 44,301 | 54,000 | 6 Insurance (3) (medical + VEBA + life/LTD) | 65,000 | 65,000 | |
| 9,238 | 6,431 | 6,000 | 7 Insurance HRA/HSA reimbursements (3) | - | - | |
| 2,006 | 7,548 | 6,100 | 8 Unemployment Compensation (3) | 2,000 | 2,000 | |
| 16,667 | 16,935 | 18,500 | 9 Retirement (3) | 18,500 | 18,500 | |
| 21 | 2,124 | 2,000 | 10 Vacation and Compensation Time (3) | 2,000 | 2,000 | |
| 219,571 | 229,394 | 254,100 | TOTAL PERSONNEL SERVICES | 250,500 | 250,500 | - |
| | | | Materials & Services | | | |
| 11,150 | 11,450 | 11,750 | 13 Auditing | 9,200 | 9,200 | |
| 862 | - | 1,500 | 14 Elections | - | - | |
| 7,044 | 7,131 | 6,000 | 15 Supplies | 5,000 | 5,000 | |
| 2,768 | 2,430 | 4,000 | 16 Telephone & Internet | 3,000 | 3,000 | |
| 2,623 | 2,588 | 3,000 | 17 Electricity & Gas | 3,500 | 3,500 | |
| 225 | - | 5,000 | 18 Legal Fees | 3,000 | 3,000 | |
| - | - | - | 19 Dues & Subscriptions | 8,000 | 8,000 | |
| 32,858 | 30,980 | 34,000 | 20 Property Insurance | 34,000 | 34,000 | |
| 8,727 | 9,640 | 10,000 | 21 Liability & Auto Insurance | 10,000 | 10,000 | |
| 2,969 | 2,525 | 8,000 | 22 R & M Office | 4,000 | 4,000 | |
| - | - | 2,000 | 23 Bank Charges | 2,000 | 2,000 | |
| 2,975 | 4,755 | 5,500 | 24 Billing Costs | 23,000 | 23,000 | |
| - | - | - | 25 Debit/credit card fees | 4,500 | 4,500 | |
| - | - | - | 26 Online Bill-Pay Fees | 1,000 | 1,000 | |
| 314 | - | - | 27 Website | 2,600 | 2,600 | |
| 3,590 | 263 | 375 | 28 Budgeting | 400 | 400 | |
| 890 | 4,045 | 5,000 | 29 Miscellaneous | 3,000 | 3,000 | |
| 11,469 | 310 | 500 | 30 Advertising | 500 | 500 | |
| 2,556 | 15,340 | 17,000 | 31 Postage | 2,500 | 2,500 | |
| - | 3,100 | 3,200 | 32 Administrative (Board of Commissioners) | 3,200 | 3,200 | |
| 25,354 | - | 2,000 | 33 Education | 7,000 | 7,000 | |
| 116,374 | 120,260 | 146,825 | 34 Contract Services | 26,500 | 26,500 | |
| | | | 35 TOTAL MATERIALS & SERVICES | 155,900 | 155,900 | - |
| | | | Capital Outlay | | | |
| 775 | - | 1,000 | 36 Office Equipment | 1,000 | 1,000 | |
| - | 6,270 | 5,000 | 37 Office Improvement | 12,000 | 12,000 | |
| 775 | 6,270 | 6,000 | TOTAL CAPITAL OUTLAY | 13,000 | 13,000 | - |
| 336,720 | 355,924 | 406,925 | SUB-TOTAL EXPENDITURES | 419,400 | 419,400 | - |
| 336,720 | 355,924 | 406,925 | SUBTOTAL EXPENDITURES THIS PAGE | 419,400 | 419,400 | - |

GENERAL FUND - OPERATIONS EXPENDITURES - FORM LB-31

ROBERTS CREEK WATER DISTRICT

| HISTORICAL DATA | | | 2017-18 BUDGET | | | |
|---------------------------------|--------------------------------|------------------------|---|----------------------------|------------------------------|------------------|
| Second Actual Preceding 2014-15 | First Actual Preceding 2015-16 | ADOPTED BUDGET 2016-17 | EXPENDITURE DESCRIPTION | Proposed by Budget Officer | APPROVED BY BUDGET COMMITTEE | ADOPTED BY BOARD |
| | | | 1 Personnel Services / Plant (# employees) | | | |
| | | | 2 Superintendent (1) | 84,000 | 84,000 | |
| | | | 3 Service Crew (5) | 267,261 | 292,000 | |
| | | | 4 Social Security & Medicare (6) | 26,078 | 29,000 | |
| | | | 5 Workmen's Compensation (6) | 6,800 | 8,000 | |
| | | | 6 Insurance (6) (medical + VEBA + life/LTD) | 140,634 | 143,000 | |
| | | | 7 Insurance HRA or HSA (6) | - | - | |
| | | | 8 Unemployment (6) | 18,011 | 5,000 | |
| | | | 9 Retirement (6) | 39,905 | 44,000 | |
| | | | 10 Vacation and Compensation Time (6) | (79) | 2,000 | |
| | | | 11 TOTAL PERSONNEL SERVICES | 607,000 | 607,000 | - |
| | | | 12 Material & Services | | | |
| | | | 13 Freight | 1,682 | 3,000 | |
| | | | 14 Tools | 1,572 | 3,000 | |
| | | | 15 Supplies & Operations Items | 4,821 | 4,000 | |
| | | | 16 Telephone & Communications | 6,060 | 4,000 | |
| | | | 17 Electricity & Gas | 112,488 | 130,000 | |
| | | | 18 Fees & Dues | 7,484 | 4,000 | |
| | | | 19 Fuel | 6,716 | 10,000 | |
| | | | 20 Equipment & Vehicle Maintenance | 4,824 | 10,000 | |
| | | | 21 R & M Field | 21,484 | 12,000 | |
| | | | 22 R & M Plant | 35,014 | 35,000 | |
| | | | 23 Chemicals | 35,956 | 35,000 | |
| | | | 24 Water Samples | 8,424 | 40,000 | |
| | | | 25 Education | 4,015 | 8,500 | |
| | | | 26 Miox System | 2,779 | 5,000 | |
| | | | 27 Miscellaneous | 1,744 | 4,000 | |
| | | | 28 Engineering | - | 2,000 | |
| | | | 29 New Connection Materials | 212 | 1,000 | |
| | | | 30 Summer Stored Water Fee | 5,036 | 2,000 | |
| | | | 31 Emergency Inter-tie | - | 1,000 | |
| | | | 32 Inventory Adjustment | 9,894 | 1,500 | |
| | | | 33 Compliance Fees / CCR Report | 1,250 | - | |
| | | | 34 Backflow Testing / Non Compliance Testing | 2,670 | - | |
| | | | 32 Reservoir Maintenance | 6,000 | 3,700 | |
| | | | 35 TOTAL MATERIALS & SERVICES | 321,700 | 321,700 | - |
| | | | 36 SUB-TOTAL EXPENDITURES | 928,700 | 928,700 | - |
| | | | 37 SUBTOTAL EXPENDITURES THIS PAGE | 928,700 | 928,700 | - |

GENERAL FUND - OPERATIONS EXPENDITURES - FORM LB-31

ROBERTS CREEK WATER DISTRICT

| HISTORICAL DATA | | | 2017-18 BUDGET | | | |
|---------------------------------|--------------------------------|------------------------|---|----------------------------|------------------------------|------------------|
| Second Actual Preceding 2014-15 | First Actual Preceding 2015-16 | ADOPTED BUDGET 2016-17 | EXPENDITURE DESCRIPTION | Proposed by Budget Officer | APPROVED BY BUDGET COMMITTEE | ADOPTED BY BOARD |
| | | | <i>Capital Outlay</i> | | | |
| 478 | 114 | 3,000 | 1 Meter Installations | 3,000 | 3,000 | |
| 48,005 | - | 50,000 | 2 Replace Lines (non-capital projects) | 50,000 | 50,000 | |
| - | - | 3,000 | 3 Equipment Purchases | 8,000 | 8,000 | |
| 43,855 | - | - | 4 Vehicle Purchases | - | - | |
| 11,168 | 1,343 | 4,000 | 5 Repair River Intake | 4,000 | 4,000 | |
| - | - | 6,000 | 6 Replace Filter Membranes | 10,000 | 10,000 | |
| - | 230 | 3,000 | 7 Safety Equipment | 3,000 | 3,000 | |
| 103,506 | 1,687 | 69,000 | TOTAL CAPITAL OUTLAY | 78,000 | 78,000 | - |
| 913,171 | 856,769 | 988,700 | TOTAL OPERATING DEPARTMENT | 1,006,700 | 1,006,700 | - |
| | | | <i>Transferred to Other Funds</i> | | | |
| 70,000 | 200,000 | 200,000 | 11 Capital Projects Fund (quarterly transfers) | 200,000 | 200,000 | |
| 480,000 | 440,000 | 440,000 | 12 Rate Transfers (monthly) to Upgrade Loan Payment | 400,000 | 400,000 | |
| - | - | 73,000 | 13 General Operating Contingency | 75,000 | 75,000 | |
| 59,183 | - | paid off | 14 Loan Payment - Principal (Business Oregon) | paid off | paid off | paid off |
| 3,433 | - | paid off | 15 Loan Payment - Interest (Business Oregon) | paid off | paid off | paid off |
| 17,143 | 19,858 | 22,854 | 16 Deferred Loan - Principal (Business Oregon) | 26,156 | 26,156 | |
| 6,948 | 5,920 | 4,729 | 17 Deferred Loan - Interest (Business Oregon) | 3,357 | 3,357 | |
| - | - | 50,000 | 18 Reserve for Repayment (Lines) | 50,000 | 50,000 | |
| - | - | 50,000 | 19 Intergovernmental Agmt. Payment (Tank) | 50,000 | 50,000 | |
| 636,707 | 665,778 | 840,583 | TOTAL DEBT SERVICE & TRANSFERS | 804,513 | 804,513 | - |
| 1,905,802 | 1,878,471 | 2,236,208 | SUB-TOTAL EXPENDITURES | 2,230,613 | 2,230,613 | - |
| 403,302 | 349,591 | 114,392 | 20 Unappropriated Fund Balance | 127,387 | 127,387 | |
| 2,309,104 | 2,228,062 | 2,350,600 | TOTAL ADMINISTRATIVE & OPERATING | 2,358,000 | 2,358,000 | - |

CAPITAL PROJECTS FUND RESOURCES - FORM LB-20

ROBERTS CREEK WATER DISTRICT

| HISTORICAL DATA | | | 2017-18 BUDGET | | |
|-------------------------------------|--------------------------------|------------------------|----------------------------|------------------------------|------------------|
| Second Actual Preceding 2014-15 | First Actual Preceding 2015-16 | ADOPTED BUDGET 2016-17 | Proposed by Budget Officer | APPROVED BY BUDGET COMMITTEE | ADOPTED BY BOARD |
| RESOURCE DESCRIPTION | | | | | |
| 1 | 1,700,684 | 1,306,320 | 1,500,000 | 1,500,000 | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |
| OTHER RESOURCES | | | | | |
| 6 | 55,712 | 20,892 | 69,000 | 69,000 | |
| 7 | 2,376 | 1,969 | 18,000 | 18,000 | |
| 8 | | | | | |
| <i>Transferred from Other Funds</i> | | | | | |
| 9 | 110,000 | 200,000 | 200,000 | 200,000 | |
| 10 | 440,000 | 440,000 | 400,000 | 400,000 | |
| 11 | | | - | - | |
| 12 | | | - | - | |
| 13 | | | - | - | |
| 14 | | | | | |
| 15 | | | | | |
| 16 | | | | | |
| 17 | | | | | |
| 18 | | | | | |
| 19 | | | | | |
| 20 | | | | | |
| 21 | 2,308,772 | 1,969,181 | 2,187,000 | 2,187,000 | - |
| SUBTOTAL RESOURCES | | | | | |
| 22 | | | | | |
| 23 | | | | | |
| 24 | 2,308,772 | 1,969,181 | 2,187,000 | 2,187,000 | - |
| TOTAL RESOURCES | | | | | |

CAPITAL PROJECTS FUND EXPENDITURES - FORM LB-31

ROBERTS CREEK WATER DISTRICT

| HISTORICAL DATA | | | | 2017-18 BUDGET | | |
|---------------------------------|--------------------------------|------------------------|---------------------------------------|----------------------------|------------------------------|-------------------|
| Second Actual Preceding 2014-15 | First Actual Preceding 2015-16 | ADOPTED BUDGET 2016-17 | EXPENDITURE DESCRIPTION | Proposed by Budget Officer | APPROVED BY BUDGET COMMITTEE | APPROVED BY BOARD |
| 555,110 | 127,021 | 300,000 | Capital Outlay | 300,000 | 300,000 | |
| 6,023 | - | 175,000 | 1 Line Replacement | 175,000 | 175,000 | |
| - | - | - | 2 Plant Improvements | - | - | |
| - | - | 350,000 | 3 Master Plan Update | - | - | |
| - | - | 2,000 | 4 Other Capital Emergency | - | - | |
| - | - | 300,000 | 5 Miscellaneous | 2,000 | 2,000 | |
| - | - | 2,000 | 6 For Future Requirements | 300,000 | 300,000 | |
| 1,867 | - | 150,000 | 7 Water Rights Acquisition | 2,000 | 2,000 | |
| - | - | - | 8 Reservoir Improvement & Maintenance | - | - | |
| - | - | 80,000 | 9 Carnes Road Site | - | - | |
| - | - | - | 10 Treatment Plant Upgrade | 80,000 | 80,000 | |
| 439,452 | 439,452 | 440,000 | Debt Service | 407,136 | 407,136 | |
| | | | 12 Loan Payment - Plant Upgrade | | | |
| | | | 13 | | | |
| | | | 14 | | | |
| | | | 15 | | | |
| 1,002,452 | 566,473 | 1,799,000 | SUBTOTAL EXPENDITURES | 1,266,136 | 1,266,136 | - |
| 1,306,320 | 1,402,708 | 212,000 | 16 Unappropriated Funds Balance | 920,864 | 920,864 | |
| 2,308,772 | 1,969,181 | 2,011,000 | TOTAL CAPITAL EXPENDITURES | 2,187,000 | 2,187,000 | - |



ROBERTS CREEK WATER DISTRICT

RESOLUTION TO ADOPT 2017-18 BUDGET R-2017-06-01

BE IT RESOLVED that the Board of Commissioners for Roberts Creek Water District hereby adopts the Budget for the fiscal year beginning July 1, 2017, and requests a copy thereof be filed with the County Clerk of Douglas County, Oregon.

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2017, and for the purposes shown below, are hereby appropriated as follows:

GENERAL FUND 2017-18

| | |
|----------------------------|---------------------|
| Administrative Department: | \$ 419,400 |
| Operating Department: | \$ 1,106,700 |
| Operating Contingencies: | \$ 75,000 |
| Transfers: | \$ 600,000 |
| Debt Service: | \$ 29,513 |
| FUND SUBTOTAL: | \$ 2,230,613 |
| Unappropriated Funds | \$ 127,387 |
| FUND TOTAL: | \$ 2,358,000 |

CAPITAL PROJECTS FUND 2016-17

| | |
|----------------------|---------------------|
| Capital Outlay: | \$ 859,000 |
| Debt Service: | \$ 407,136 |
| Unappropriated Funds | \$ 920,864 |
| FUND TOTAL: | \$ 2,187,000 |

**ADOPTED by the Board of Commissioners this
8th day of June 2017**

COMMISSIONER
Roberts Creek Water District

COMMISSIONER
Roberts Creek Water District



NEUNER, DAVIDSON, COOLEY & RAPP, LLC

CERTIFIED PUBLIC ACCOUNTANTS

Thomas J. Davidson, C.P.A.
Jeffrey R. Cooley, C.P.A.
Vickie L. Rapp, C.P.A.
Traci I. Trotter, C.P.A.
Brandon R. Lee, C.P.A.

2500 W. Harvard Ave
Roseburg, Oregon 97471
<http://www.ndkccpa.com>

P.O. Box 1786
Roseburg, Oregon 97470
Phone (541) 672-4886
Fax (541) 673-3712

June 6, 2017

COPY

Board of Directors
Roberts Creek Water District
4336 Old Hwy 99 S
Roseburg OR 97471

Enclosed you will find two copies of our Audit Contract for 2016-2017.

Please sign both copies; retain one for your files and return one to us in the self-addressed envelope.

We are pleased to confirm our understanding of the services we are to provide Roberts Creek Water District (the District) for the year ended June 6, 2017. We will audit the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the District as of and for the year ended June 6, 2017. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the district's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis.

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

1) Other Supplemental Data.

Audit Objective

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. Our report will be addressed to the Board of Directors of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures - Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare the financial statements of the district in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information.

You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Neuner, Davidson, Cooley & Rapp, LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State Audit Division or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Neuner, Davidson, Cooley & Rapp, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the State Audit Division or its designee. The State Audit Division or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

We expect to begin our audit on approximately and to issue our reports no later than December 31, 2017. Jeff Cooley and Vickie Rapp are the engagement partners and are responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates. We agree that our maximum fee will not exceed \$11,500 . Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Roberts Creek Water District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

A handwritten signature in black ink that reads "Neuner, Davidson Cooley & Rapp LLC". The signature is written in a cursive, flowing style.

Neuner, Davidson, Cooley & Rapp, LLC

RESPONSE:

This letter correctly sets forth the understanding of Roberts Creek Water District

Management signature:

Title:

Date:

C O N T R A C T

THIS CONTRACT, made this 6th day of June 2017, in accordance with the requirements of Oregon Revised Statutes Chapter 297.405 through 297.555 between NEUNER, DAVIDSON, COOLEY & RAPP, LLC, Certified Public Accountants of Roseburg, Oregon, and ROBERTS CREEK WATER DISTRICT, Roseburg, Oregon, provides as follows:

1. It is hereby agreed that NEUNER, DAVIDSON, COOLEY & RAPP, LLC shall conduct an audit of the accounts and fiscal affairs of ROBERTS CREEK WATER DISTRICT, Roseburg, Oregon, for the period beginning July 1, 2016 and ending June 30, 2017, and annually thereafter, in accordance with the Oregon Minimum Standards for Audits of Municipal Corporations, U.S. Government Auditing Standards and Uniform Guidance, as prescribed by law. The audit shall be undertaken in order to express an opinion on the financial statements of ROBERTS CREEK WATER DISTRICT, Roseburg, Oregon, and to determine if ROBERTS CREEK WATER DISTRICT has complied substantially with appropriate legal provisions.

2. NEUNER, DAVIDSON, COOLEY & RAPP, LLC agree that the services they have contracted to perform under this contract shall be rendered by them or under their personal supervision, and that the work will be faithfully performed with care and diligence.

3. It is understood and agreed that, should unusual conditions arise or be encountered during the course of the audit whereby the services of NEUNER, DAVIDSON, COOLEY & RAPP, LLC are necessary beyond the extent of the work contemplated, written notification of such unusual conditions shall be delivered to ROBERTS CREEK WATER DISTRICT, Roseburg, Oregon, who shall instruct in writing NEUNER, DAVIDSON, COOLEY & RAPP, LLC concerning such additional services, and that a signed copy of each such notification and instruction shall be delivered immediately to the Secretary of State by the Party issuing the same.

4. The audit shall be started as soon after this contract is executed as is agreeable to the Parties hereto and shall be completed and a written report thereon delivered within a reasonable time, but not later than six months after the close of the audit period covered by this contract. Adequate copies of such report shall be delivered to ROBERTS CREEK WATER DISTRICT, Roseburg, Oregon, and its form and content shall be in accordance with and not less than that required by the Minimum Standards for Audits of Oregon Municipal Corporations.

5. It is understood and agreed that ROBERTS CREEK WATER DISTRICT, Roseburg, Oregon, is responsible for such financial statements as may be necessary to fully disclose and fairly present the results of operations for the period under audit and the financial condition at the end of that period. Should such financial statements not be prepared and presented within a reasonable period of time, it is understood that NEUNER, DAVIDSON, COOLEY & RAPP, LLC shall draft them for ROBERTS CREEK WATER DISTRICT, Roseburg, Oregon. The cost of preparing such financial statements shall be included in the fee for conducting the audit as set forth in Paragraph 7 below.

6. It is understood and agreed that either Party may cancel this contract by giving notice in writing to the other Party at least ninety days prior to July 1 of any year.

7. In consideration of the faithful performance of the conditions, covenants, and undertakings herein set forth, ROBERTS CREEK WATER DISTRICT, Roseburg, Oregon, hereby agrees to pay NEUNER, DAVIDSON, COOLEY & RAPP, LLC a reasonable fee not to exceed \$11,500, and ROBERTS CREEK WATER DISTRICT, Roseburg, Oregon, hereby affirms that proper provision for the payment of such fee has been or will be duly made and that funds for the payment thereof are or will be made legally available.

NEUNER, DAVIDSON, COOLEY & RAPP, LLC

ROBERTS CREEK WATER DISTRICT

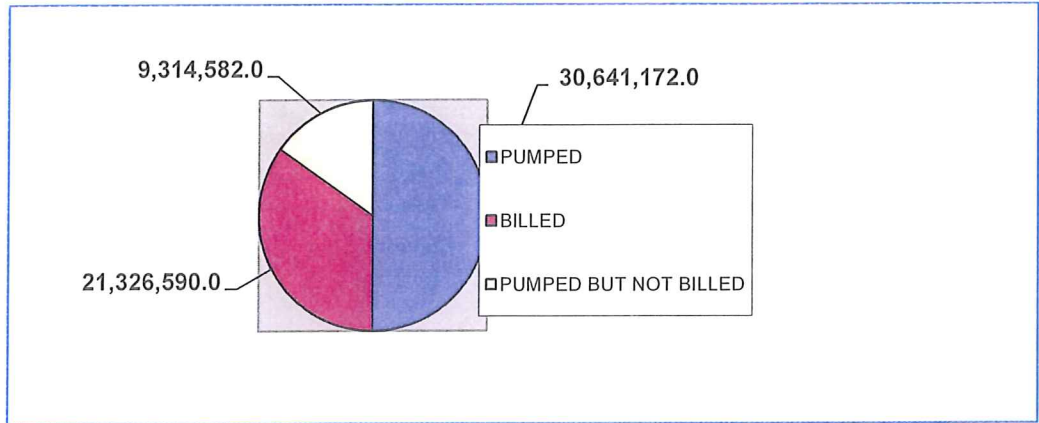
By _____



By _____

| | | |
|---------------------------|---------------------------|------------------------------|
| GALLONS PUMPED | GALLONS BILLED | PUMPED BUT NOT BILLED |
| 30,641,172 | 21,326,590 | 9,314,582 |

MAY



30 DAYS IN BILLING CYCLE: 4/11/17 T 5/10/17

Repairs, leaks, etc. rendering unverifiable consumption

| 2014-2015 | DIFFERENCE | 2015-2016 | DIFFERENCE | 2016-2017 | DIFFERENCE |
|-----------|------------|-----------|------------|-----------|------------|
| JULY | 8,900,846 | JULY | 2,933,720 | JULY | 7,171,434 |
| AUGUST | 4,246,828 | AUGUST | 6,281,386 | AUGUST | 11,445,670 |
| SEPTEMBER | 7,194,802 | SEPTEMBER | 7,482,892 | SEPTEMBER | 12,326,534 |
| OCTOBER | 10,439,330 | OCTOBER | 8,952,939 | OCTOBER | 13,200,303 |
| NOVEMBER | 4,113,515 | NOVEMBER | 3,162,607 | NOVEMBER | 9,394,631 |
| DECEMBER | 4,145,404 | DECEMBER | 2,840,217 | DECEMBER | 14,210,106 |
| JANUARY | 3,534,744 | JANUARY | 6,574,284 | JANUARY | 11,334,601 |
| FEBRUARY | 2,450,847 | FEBRUARY | 7,340,459 | FEBRUARY | 9,219,899 |
| MARCH | 7,125,462 | MARCH | 4,277,092 | MARCH | 6,648,152 |
| APRIL | 5,018,179 | APRIL | 5,433,399 | APRIL | 4,110,282 |
| MAY | 5,997,727 | MAY | 4,199,433 | MAY | 9,314,582 |
| JUNE | 3,752,289 | JUNE | 5,580,994 | JUNE | |

Utility Billing

Detailed Summary by Rate Code



ROBERTS CREEK
WATER DISTRICT

User: beth d
Printed: 05/24/2017 - 1:41 PM
Batch: 001-05-2017
001

| Code | Description | No of Accounts | No of Services | Total Billing Base | Total Billing Cons | Consumption |
|----------------------------|------------------------------|----------------|----------------|--------------------|--------------------|-------------|
| Summary for Service: Water | | | | | | |
| 001 | - 5/8 X 3/4 METER SERV | 2,985 | 2,985 | 63,718.09 | 34,669.95 | 14,036,600 |
| 002 | - 1" METER | 17 | 17 | 913.75 | 526.75 | 214,600 |
| 004 | - 1 1/2" METER SERVICE | 17 | 17 | 1,827.50 | 1,822.80 | 744,900 |
| 005 | - 2" METER SERVICE INS | 21 | 21 | 3,612.00 | 3,655.40 | 1,490,200 |
| 006 | - 3" METER SERVICE INS | 1 | 1 | 344.00 | 36.75 | 14,900 |
| 007 | - 4" METER SERVICE INS | 4 | 4 | 2,150.00 | 9,817.15 | 4,007,000 |
| 008 | - 8" METER SERVICE INS | 1 | 1 | 2,110.00 | 1,435.70 | 585,900 |
| 009 | - SECOND LEVEL CHARGE | 37 | 37 | 712.00 | 0.00 | 0 |
| 00A | - 5/8 X 3/4 SRVC OUT OF DIST | 20 | 20 | 645.00 | 221.25 | 74,000 |
| 00B | - 1" SRVC OUT OF DIST | 3 | 3 | 241.89 | 61.95 | 21,500 |
| 00E | - 2" SRVC OUT OF DIST | 2 | 2 | 516.00 | 26.55 | 8,300 |
| 010 | - 10" FIRE LINE | 1 | 1 | 120.00 | 61.25 | 25,000 |
| Water Totals: | | 3,109 | 3,109 | 76,910.23 | 52,335.50 | 21,222,900 |
| <u>Regular Billing</u> | | | | | | |
| Grand Totals: | | 3,109 | 3,109 | 76,910.23 | 52,335.50 | 21,222,900 |

Utility Billing

Detailed Summary by Rate Code



ROBERTS CREEK
WATER DISTRICT

User: beth d
Printed: 05/11/2017 - 11:09 AM
Batch: 112-05-2017

| Code | Description | No of Accounts | No of Services | Total Billing Base | Total Billing Cons | Consumption |
|----------------------------|------------------------|----------------|----------------|--------------------|--------------------|-------------|
| Summary for Service: Water | | | | | | |
| 001 | - 5/8 X 3/4 METER SERV | 51 | 0 | 567.63 | 102.90 | 43,600 |
| 009 | - SECOND LEVEL CHARGE | 4 | 0 | 48.00 | 0.00 | 0 |
| Water Totals: | | 55 | 0 | 615.63 | 102.90 | 43,600 |
| <u>Final Billing</u> | | | | | | |
| Grand Totals: | | 55 | 0 | 615.63 | 102.90 | 43,600 |

Roberts Creek Water District

Superintendents Report

June 2017

I have met with Steve Donovan from SHN Engineers & Consulting, and he has sent in a letter to retain our exemption regarding our status of having an Engineer of Record, with the Oregon Health Authority. We also discussed engineering the 8" extension on Happy Valley Rd. for the future intertie with Umpqua Water Basin, as well as a crossing on Hwy 99, near a future water tank.

We are currently collecting bids for painting the district office, as well as bids from diving companies, to clean all three tanks.

We will be setting a vault at the main tank, for some control valve work. We have been waiting for the ground to dry out, and are currently waiting for the proper equipment to become available through the rental company.

We will be cleaning our basin at the treatment plant.

We will be conducting our Lead & Copper Sampling in July of this year. We are in a three year cycle, and the sampling has to be performed in the warmer months.

I will have an evaluation for Shawn Hastings, this month.

If you have any questions, please feel free to give me a call at 541-670-1215
Thanks Alan