

ARCH CAPE WATER DISTRICT -- FY 2025-26 BUDGET

GENERAL FUND

FY 2022-23 AUDITED	FY 2023-24 AUDITED	FY 2024-25 AMENDED	FY 2024-25 PROJECTED		FY 2025-26 1st DRAFT	FY 2025-26 2nd DRAFT
RESOURCES						
BEGINNING FUND BALANCE						
149,616	50,222	55,007	55,007	Undesignated Balance	142,878	164,986
149,616	50,222	55,007	55,007	TOTAL BEGINNING BALANCE	142,878	164,986
185,841	210,764	214,944	214,944	3/4 inch User Fees [296 x \$191]	217,856	226,144
				1 inch User Fees (12 x \$236)	10,944	11,328
15,919	17,654	45,001	30,000	Excess Usage Charges	30,000	30,000
17,783	19,802	20,808	20,808	Debt Service Surcharges [308 x \$17]	20,808	20,808
128,774	160,899	195,937	156,546	Sanitary District IGA Service Charge (57% - 50%)	218,834	206,084
		100		Surplus Water Sales	100	100
8	11,101	5,000	5,000	Interest	3,500	3,500
10,057	356		500	Miscellaneous		
	2,800	2,400	2,400	Meter Connection Fee	2,500	2,500
9,937				ARPA Grant Reimbursement		
			38,000	ODOT Grant Revenue (Asbury Creek)	10,000	10,000
		145,622	145,622	Transfer from Forest Fund	3,000	3,000
	1,188	1,313	1,689	Cannon View Park Read Agreement	1,313	1,313
368,319	424,564	631,125	615,509	TOTAL REVENUE	518,855	514,777
517,935	474,786	686,132	670,516	TOTAL RESOURCES	661,733	679,762
REQUIREMENTS						
EXPENDITURES						
PERSONNEL SERVICES						
92,488	124,571	93,668	93,688	Manager	100,000	100,000
48,097	53,188	58,557	8,673	Operator	86,861	86,861
13,621	15,334	19,865	13,358	Employer Taxes (Medicare & Social Security)	24,385	24,385
27,344	25,041	40,614	27,310	PERS	49,855	49,855
22,831	9,205	30,992	8,080	Medical Insurance	35,719	18,963
3,559	168	3,735	2,568	Worker's Compensation	2,748	2,748
207,540	227,507	247,431	153,677	TOTAL PERSONNEL SERVICES	299,567	282,812
MATERIALS & SERVICES						
36,400	43,738	78,000	65,000	IGA Administrative Services	84,712	78,512
814	1,208	1,200	400	Clothing Allowance	1,200	1,000
2,385	1,387	3,000	500	Education	3,000	3,000
149	1,645	1,000	1,000	Travel	1,500	1,500
3,005	4,173	3,000	3,000	Office Supplies	3,250	3,250

1,343	2,023	2,500	2,500	Postage	2,500	2,500
			2,500	IGA Legal		
3,852	6,020	6,000	6,000	Vehicle & Fuel (Vehicles and Sanitary Generators)		
9,750	430	25,000	50,000	Shared Temporary Help (Augment Staff)		-
				District-Specific Administrative Services	12,123	12,123
			300	Dedicated Temporary Help (Augment Staff)		
	10,800	25,200	18,000	Auditing	9,000	9,000
4,652	2,810	2,000	3,500	Dues/Taxes		
6,350	15,690	5,000	4,000	Legal Services (not shared)	3,500	3,500
10,419	9,480	13,800	10,879	Liability & Property Insurance	12,511	12,511
		2,400	2,400	Meter Connection		
		2,000	2,000	Licenses for Operations		
	11,645	40,302	35,302	Projects & Related Parts	40,000	40,000
49,612		30,330	20,000	Recurring Operations Work	25,000	25,000
	33,309	15,000	30,000	General Maintenance	30,000	30,000
12,624	6,479	9,000	8,000	Chemicals	6,000	6,000
825	1,214	700	2,000	Notices		
926	497	550	550	Payroll Service		
7,257	5,788	6,000	49,500	Professional Services	1,000	1,000
3,750	3,750	3,750	3,750	Sanitary District Use Charges		
10,157	9,412	12,000	10,000	Utilities	10,000	10,000
164,270	171,498	287,732	331,081	TOTAL MATERIALS & SERVICES	245,296	238,896
				CAPITAL OUTLAY		
117,000	2		0	Capital Outlay		
117,000	2	0	0	TOTAL CAPITAL OUTLAY	0	0
488,810	399,007	535,163	484,758	TOTAL OPERATING EXPENDITURES	544,863	521,707
				INTERFUND TRANSFERS		
				Transfer to Capital Fund		
0		0		TOTAL INTERFUND TRANSFERS	0	0
				DEBT SERVICE		
17,023	20,772	17,365	17,365	IFA Water Plant Upgrade - Principal	17,365	17,365
3,749		3,407	3,407	IFA Water Plant Upgrade - Interest	3,407	3,407
20,772	20,772	20,772	20,772	TOTAL DEBT SERVICE	20,772	20,772
509,582	419,779	555,935	505,530	TOTAL GENERAL FUND EXPENDITURES	565,635	542,479
				CONTINGENCY & ENDING BALANCE		
				Contingency	50,000	50,000
8,353	55,007	130,197	164,986	Unappropriated Balance	46,098	87,283
8,353	55,007	130,197	164,986	TOTAL CONTINGENCY & UNAPP BAL (ENDING)	96,098	137,283
517,935	474,786	686,132	670,516	TOTAL REQUIREMENTS	661,733	679,762

ARCH CAPE WATER DISTRICT -- -- FY 2025-26 BUDGET GENERAL FUND WORKSHEET
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SHARED

IGA Administrative Fees

	Jigsaw - Financial & Accounting Services
	HD Fowler (Meters) - Software License Fee
	Asset Management System - Subscription Fee (Pricing through FY2026)
	Printer Lease
	Cleaning
	Web Site Support
	Budget Public Notices
	Payroll Services Software
	ATT Phone Service
	IT Support Agreement
	GIS System Build Out - to map infrastructure (valve, hydrants, water mains, sewer lines, man holes). _paper maps from 1975 most current underground infrastructure. Build cost
	Information Technology Policy & Procedures
	Records retrieval and library
	Software Licensing - 4 offices licenses, anydesk/office@hand
	Legal
	Vehicle - Fuel & Vehicle related expenses

Temporary Staff

WATER

- Auditing Services**
- Liability & Property Insurance**
- Legal Services**
- Professional Services**
- Utiitiies**
- Chemicals**

District-Specific Administrative Fees

	QuickBooks Online - Subscription Fee
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	Software Licensing - real VNC
	Starlink
	gWorks
	SDAO & State Fees/ Taxes
	Other Notices
	Sanitary District Use Charges

Projects & related Parts

1	Water distribution system – 4 valves and blow off (vac truck required)
2	Failed instrumentation to monitor plant production should be replaced as budget allows. This includes the multiple pH meters and the three obsolete Hach turbidimeters. Cost of the Hach TU5300 replacement turbidimeter is approximately \$3,000 each. A replacement for the pH sensor is estimated at \$500 each, anticipating the electronics are functional
3	Service the Compressor & New Dryer
4	Second source water supply - Design
5	Bollards to protect hydrant
6	Skid parts (1/2 dozen) and projects.
S	Asbury Creek Intake Move - Vactor shark creek road (discovery)
S	Asbury creek – electrical issue with Pump 1
S	Populate GIS with our data files - staff hours only

Recurring Operations Work

	Reservoir scooping
	Temporary Help
	Alexin Labs
	Other Lab Tests & Supplies. (Pollard & USA Blue book)
	Branom Instruments
	Parts-Ferguson & Others
	Utility Services - Leak Detection
	Meter Connections

TOTAL

General Maintenance (Contingency for the Unexpected)

- SCADA/PLI Support - Industrial Systems
- Temporary Help

ARCH CAPE WATER DISTRICT FY 2025-26 BUDGET

CAPITAL FUND

FY 2022-23 AUDITED	FY 2023-24 AUDITED	FY 2024-25 AMENDED	FY 2024-25 PROJECTED		FY 2025-26 1st DRAFT	FY 2025-26 2nd DRAFT
BEGINNING FUND BALANCE						
118,977	117,085	122,039	122,039	Undesignated Balance	106,943	106,943
118,977	117,085	122,039	122,039	TOTAL BEGINNING BALANCE	106,943	106,943
REVENUE						
38,340	26,135	13,426	13,426	Systems Development Charges	13,694	13,694
				ODOT Grant - Reimbursement (For Asbury Creek)	355,000	355,000
38,340	26,135	13,426	13,426	TOTAL REVENUE	368,694	368,694
INTERFUND TRANSFERS						
				Transfer From General Fund		
0	0	0		TOTAL INTERFUND TRANSFERS	0	0
38,340	26,135	13,426	13,426	TOTAL REVENUE	368,694	368,694
157,317	143,220	135,465	135,465	TOTAL RESOURCES	475,637	475,637
REQUIREMENTS						
EXPENDITURES						
				CAPITAL OUTLAY		
	21,181	28,750	28,522	Water Plant IT Infrastructure Upgrade		
				Meters Replacement		
				Asbury Creek Intake Move	355,000	355,000
0	21,181	28,750	28,522	Total Capital Outlay	355,000	355,000
0	21,181	28,750	28,522	TOTAL EXPENDITURES	355,000	355,000
CONTINGENCY & UNAPPROPRIATED BALANCE						
		21,250		CONTINGENCY	20,000	60,000
157,317	122,039	85,465	106,943	UNAPPROPRIATED BALANCE	100,637	60,637
157,317	122,039	106,715	106,943	TOTAL CONTINGENCY & UNAPP. ENDING BALANCE	120,637	120,637
157,317	143,220	135,465	135,465	TOTAL REQUIREMENTS	475,637	475,637

ARCH CAPE WATER DISTRICT FY 2025-26 BUDGET FOREST FUND

FY 2022-23 AUDITED	FY 2023-24 AUDITED	FY 2024-25 AMENDED	FY 2024-25 PROJECTED	BEGINNING BALANCE	FY 2025-26 1st Draft	FY 2025-26 2nd Draft
RESOURCES						
0	229,567	315,714	312,862	Unrestricted Balance	211,573	211,573
		75,000	77,852	Reserved for Future Expenditures	77,852	77,852
0	229,567	390,714	390,714	TOTAL BEGINNING BALANCE	289,425	289,425
43,999	414,436	479,800	145,000	ARPA Grant Reimbursement	346,300	346,300
		30,000	30,000	Safe Drinking Water Revolving Loan Fund Reimbursement	-	-
303,251	21,726		20,000	Private Donations	10,000	10,000
	0			Hollis Foundation Grant		
	14,214	8,241	10,000	Interest on LGIP Account	8,000	8,000
347,250	450,376	518,041	205,000	TOTAL REVENUE	364,300	364,300
347,250	679,943	908,755	595,714	TOTAL RESOURCES	653,725	653,725
REQUIREMENTS						
	2,702	2,600	2,884	ODF - Fire Protection	3,028	3,028
	4,848	11,500	3,000	Audit	3,000	3,000
34,984				Legal/ Land Use	4,000	4,000
		6,300	6,000	Business Oregon - ARPA		
19,896	33,658	4,500	3,544	Finance Mgmt	6,300	6,300
		55,000	20,426	Project Management		
		8,500	1,902	Road Management Consulting	25,000	25,000
62,804	109,502			Forest Management Consulting	3,000	3,000
		32,852		Road Maintenance Supplies/Services - Rocking, Grading, Rolling		
		110,000	47,422	Road Maintenance/Services (including Rocking, Grading, Rolling)	125,000	125,000
		14,000	7,086	Land Restoration	15,000	15,000
		1,500	185	Miscellaneous	500	500
117,683	150,710	246,752	92,449	TOTAL MATERIALS & SERVICES	184,828	184,828
	138,519	175,000		Road Construction	125,000	125,000
		95,000	68,218	Road Decommissioning	50,000	50,000
0	138,519	270,000	68,218	TOTAL CAPITAL OUTLAY	175,000	175,000
		139,622	139,622	Transfer to General Fund (Forest Expense pre-purchase)		
		3,000	3,000	Transfer to General Fund (Audit)		
		3,000	3,000	Transfer to General Fund (staff time for property mgmt.)	3,000	3,000
0	0	145,622	145,622	TOTAL INTERFUND TRANSFERS	3,000	3,000
117,683	289,229	662,374	306,289	TOTAL EXPENDITURES	362,828	362,828
		110,396		Contingency	60,471	60,471
		75,000	77,852	Restricted Balance	77,852	77,852
229,567	390,714	60,985	211,573	Unappropriated Balance	152,574	152,574
229,567	390,714	246,381	289,425	TOTAL CONTINGENCY & UNAPP. BAL. (ENDING)	290,897	290,897
347,250	679,943	908,755	595,714	TOTAL REQUIREMENTS	653,725	653,725