Board Meetings

ARCH CAPE SANITARY DISTRICT AND
ARCH CAPE DOMESTIC WATER SUPPLY
DISTRICT BOARD OF DIRECTORS
WILL MEET ON
THURSDAY, AUGUST 20, 2026 AT 5:00 PM
IN PERSON AND VIA ZOOM

THE PUBLIC IS INVITED, IF THEY WISH, TO ATTEND IN PERSON:
THE FIRE HALL, 72979 US 101, ARCH CAPE
BY TELEPHONE OR ZOOM LINK:

To Join the **Zoom Video Meeting** paste the following in your browser address window:

https://us02web.zoom.us/j/89288115294?pwd=Q5dwbbuzE4HHx3RGBBx3NzrVcmD0i2.1

Arch Cape Sanitary District Board of Directors will meet at 5:00 p.m.

Arch Cape Domestic Water Board of Directors will meet at 5:45 p.m.

32065 E. Shingle Mill Lane, Arch Cape, OR 97102
(503) 436-2790

ARCH CAPE SANITARY DISTRICT
BOARD OF COMMISSIONERS MEETING
Thursday, August 20, 2026
5:00 PM Meeting Zoom & In Person

https://us02web.zoom.us/j/89288115294?pwd=Q5dwbbuzE4HHx3RGBBx3NzrVcmD0i2.1

The Board Meeting adheres to a 1.25-hour meeting rule. Meeting discussion will conclude sharply at that time to allow for the last 3 agenda items. Any uncompleted or remaining business will be rolled over until the next monthly Board Meeting.

I. Call to Order	Tom Mattia
II. Public Comments	Tom Mattia
III. Agenda Approval (Action – Motion to Approve) pg. 2	Tom Mattia
IV. Approve June 18, 2026, Meeting Minutes (Action – Motion to Approve) pgs. 3-4	Tom Mattia
V. Financial & Administrative Reporting	
A. Accept Budget vs Actual Report - pgs. 5-14	Tom Mattia
B. Accept Payment of Accounts	Tom Mattia
C. Treasurer's Report	Darr Tindall
VI. District Organization, Management and Staffing (Discussion)	Collin
VII. Transit Lodging Tax Revenue; Follow-Up on Joint Letter to Clatsop County Board of Commissioners (Discussion/Possible Action)	Collin
VIII. Cannon View Park Local Option Levy Credit Request - Notice of Receipt and Referral to Legal Counsel (Informational Only – No Board Discussion or Action) - pg.15	Collin
IX. Reports	
A. Staff Reports	Matt/Collin
B. Board Members' Comments and Reports	All

September Meeting Agenda Items (Action)

Public Comments	Tom Mattia
Adjournment	Tom Mattia

ARCH CAPE SANITARY DISTRICT
BOARD OF COMMISSIONERS' MEETING
Thursday, June 18, 2026

Pursuant to the notice, the regular monthly Board Meeting for Arch Cape Sanitary District was held at the Fire Hall and via Zoom.

In attendance: Casey Short, Darr Tindall, Doug Caffall, Mark Engberg, Thomas Mattia, Absent; Staff: Collin Stelzig and Teri Fladstol; Public: Bill Campbell, Tevis Dooley, Richard Petrich, Sam Garrison, Jeffrey, Slemaker, Owen Dufka, Steve Hill, Bill Campbell. Absent: Owen Dufka

Board Meeting was called to order by Casey Short at 5:00 pm.

Public Comments – None

Motion by Darr Tindall to approve agenda as presented, second by Mark Engberg, motion carried.

Motion by Darr Tindall to approve the Minutes of the May 21, 2026, meeting, second by Mark Engberg, motion carried

Acceptance of Financial Reporting, Treasurer's Report, reconciled and approved by Darr Tindall. Note from Casey on last month of the fiscal year and we are a little low in revenue, but low in expenses as well, so we are in a good position.

Shared work truck purchase, cost allocation and financing authorization. Documents presented by Collin with documentation provided by Kendall Ford in Bend, OR. Discussion from both District Board members present regarding the towing capacity of the vehicle regarding handling the generators. The IGA between the two Districts is in place; to further confirm understanding of that, Collin read the proposed cost allocation and ownership arrangements included in the Board packets. Motion was made by Darr Tindall to approve the shared work-truck cost-allocation and ownership arrangements described in the agenda memorandum, pursuant to the existing IGA (Inter-Governmental Agreement) for services between the Arch Cape Domestic Water Supply District and the Arch Cape Sanitary District. Second by Mark Engberg, motion carried.

Motion by Darr Tindall to authorize the Arch Cape Sanitary District to contribute 50 percent of the acquisition cost for the 2027 Ford F-250 Super Cab 4x4 with Knapheide service body and ladder rack described in the attached Kendall Ford quote, or a substantially equivalent vehicle available through an applicable cooperative purchasing contract, provided that the Sanitary District's contribution does not exceed $37,500. Payment shall be made to the Arch Cape Domestic Water Supply District after July 1, 2026. Second by Mark Engberg, motion carried.

Shared Min-Excavator – memorandum in Board Packets outlines the status of pricing and availability, subject to 50% acquisition cost by both Districts. Motion made by Darr Tindall to approve the shared mini-excavator arrangement described in the agenda memorandum and authorize the Sanitary District to pay 50 percent of the acquisition cost of the quoted Caterpillar Model 301.7 compact excavator, or a substantially equivalent unit available under a Sourcewell Contract, in an amount not to exceed $20,000. No payment shall occur before July 1, 2026. Second by Mark Engberg, motion carried.

Shared Transit Lodging Tax Revenue Letter to Clatsop County Board of Commissioners. Motion to approve the draft letter by Darr Tindall, seconded by Mark Engberg, discussion. Motion made by Darr Tindall to amend the letter as re-worded to "far in excess" and massaging grammatical errors; second by Mark Engberg, amended motion carried.

Update on billing software discussion with Board after having just mailed the June 10th billing. We are continuing to get questions on when we can pay online, the billings are confusing, etc. US Billing has moved our data over and we are able to play in the 'sandbox' to try out the software. It will show on the billing cards and/or pdf format that we have been using. Because of the due dates being different between Districts, we will be keeping the billing separately. We will be running both software programs to verify that the new system is working and will send out the last billing in September through UBMax/gWorks and then the December billing will be totally in US Billing given everything works. We plan on communicating between September and December the directions on how to transition to the new system by December's payments. We will send another reminder in November on how to set up their new account so they can make online payments, etc. Motion by Darr Tindall to continue with the process as outlined for the transitions to a new billing system, second by Mark Engberg, motion carried.

Reports:
I&I Work scheduled was successful and came in at a reduced rate; able to address issues and to have a plan for future work.

We have a candidate for new position, Matt is the hiring authority, paperwork needs to be handled by Matt and any HR paperwork should be updated and handled through that position when an offer is made.

Board Member Comments and Reports – thank you from Darr Tindall.

Public Comments: Thank you to Collin for his work on the budget and the TLT Letter, we have a year left with Collin, so we have a year left to work out what next steps are [June of 2027]; we appreciate all that Collin has done.

July – NO MEETING SCHEDULED unless needed.

Motion by Darr Tindall, second by Mark Engberg to adjourn meeting at 5:31 pm

____ ____

Casey Short, Vice-Chair Attest: Teri Fladstol, Secretary

AC Sanitary District

Budget vs. Actuals: July 1, 2025 to June 30, 2026

	Budget	1st Qtr	2nd Qtr	3rd Qtr	Apr-26	May-26	Jun-26	YEAR TO DATE		
01-4000 RESOURCES - GENERAL FUND	**FY 25/26**	**Actual**	**Actual**	**Actual**	**Actual**	**Actual**	**Actual**	**Actual**	**Budget**	**%**
01-4002 Undesignated Balance - General	$ 298,584								$ 298,584	
01-4003 Operating Reserve	$ 86,416								$ 86,416	
03-4002 USDA Loan Required Reserve	$ 6,923								$ 6,923	
01-4201 Sanitary Base Rate Meter Sales	$ 388,468	$ 97,174	$ 80,451	$ 104,604	$ 33,276	$ 23,877	$ 43,100	$ 382,482	$ 388,468	98%
01-4202 Overage/Excess Usage	$ 38,847	$ 4,274	$ 14,055	$ 5,927	$ 984	$ 4,134	$ 748	$ 30,122	$ 38,847	78%
01-4203 Debt Service	$ 38,702	$ 10,294	$ 8,738	$ 10,048	$ 3,190	$ 2,290	$ 2,457	$ 37,017	$ 38,702	96%
01-4300 Interest Income - General Fund	$ 10,000			$ 4,051	$ 1,954	$ 2,146	$ 2,067	$ 10,217	$ 10,000	102%
01-4400 WD Facilities Use Charge	$ 3,938			$ 3,750	$ 188		$ -	$ 3,938	$ 3,938	100%
01-4501 Service/Fee Income		$ 200	$ 200	$ 800				$ 1,200		
01-4700 Miscellaneous Income - General		$ 111						$ 111		
Total 01-4100 RESOURCES	**$ 479,955**	**$ 112,052**	**$ 103,445**	**$ 129,179**	**$ 39,592**	**$ 32,447**	**$ 48,372**	**$ 465,086**	**$ 479,955**	**97%**
02-4000 RESOURCES - CAPITAL FUND	$ 152,863							$ -	$ 152,863	0%
02-4200 SDC Revenue	$ 20,293	$ 10,247	$ 10,247	$ 40,988	$ -			$ 61,482	$ 20,293	303%
02-4800 Grant Revenue - Capital Fund		$ 136,849			$ 19,919		$ (9,459)	$ 147,309		
02-4100 REVENUE - Capital Fund	**$ 173,156**	**$ 147,096**	**$ 10,247**	**$ 40,988**	**$ 19,919**	**$ -**	**$ (9,459)**	**$ 208,791**	**$ 173,156**	**121%**
03-4000 RESOURCES - GO BOND DEBT FUND	$ 4,742							$ -	$ 4,742	0%
03-4100 REVENUE - GO BOND DEBT FUND								$ -		
03-4055 Property Taxes	$ 144,600	$ 1,286	$ 129,524	$ 5,757	$ 1,475	$ 1,365	$ 4,881	$ 144,287	$ 144,600	100%
03-4200 Bond Proceeds								$ -		
03-4201 Bond Interest	$ 2,000	$ 6,127	$ 6,481	$ 1,756				$ 14,365	$ 2,000	718%
03-4300 LGIP Interest - SD Go Bond Debt								$ -		
Total 03-4100 REVENUE - GO BOND DEBT FUND	**$ 151,342**	**$ 7,414**	**$ 136,005**	**$ 7,513**	**$ 1,475**	**$ 1,365**	**$ 4,881**	**$ 158,652**	**$ 151,342**	**105%**
04-4000 Local Option Levy Fund								$ -		
04-4001 Local Option Levy Proceeds	$ 125,000		$ 108,904	$ 4,414	$ 554	$ 593		$ 114,465	$ 125,000	92%
04-4300 LO Levy - Interest	$ 5,000							$ -	$ 5,000	0%
Total 04-4000 Local Option Levy Fund	**$ 130,000**	**$ -**	**$ 108,904**	**$ 4,414**	**$ 554**	**$ 593**	**$ -**	**$ 114,465**	**$ 130,000**	**88%**
4900 Interfund Transfer In	$ 100,000							$ -	$ 100,000	0%
Total RESOURCES	**$ 1,426,376**	**$ 266,562**	**$ 358,602**	**$ 182,094**	**$ 61,539**	**$ 34,405**	**$ 43,793**	**$ 946,994**	**$ 1,426,376**	**66%**
REQUIREMENTS - GENERAL FUND										
01-5999 Inter-Govern Agreement (IGA)	$ 206,084	$ 10,555	$ 43,180	$ 50,249	$ 12,694		$ 24,781	$ 141,459	$ 206,084	69%

	Budget	1st Qtr	2nd Qtr	3rd Qtr	Apr-26	May-26	June 26	YEAR TO DATE		
	FY 25/26	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget	%
01-6120 Liability & Property Insurance	$ 21,425		$ 124	$ 21,041				$ 21,165	$ 21,425	99%
01-6121 Licenses	$ 4,077							$ -	$ 4,077	0%
01-6122 Dues & Taxes	$ 4,635	$ 3,623	$ 4,093	$ 1,423			$ 175	$ 9,314	$ 4,635	201%
01-6123 Professional Services	$ 1,000	$ 190		$ 380		$ 380		$ 950	$ 1,000	95%
01-6124 Emergency Sanitation	$ 500							$ -	$ 500	0%
01-6125 Auditing Service	$ 19,000	$ 7,500		$ 4,500			$ 2,000	$ 14,000	$ 19,000	74%
01-6126 Legal Services	$ 5,000	$ 233	$ 952					$ 1,185	$ 5,000	24%
01-6127 Notices	$ 750	$ 41				$ 788	$ 363	$ 1,191	$ 750	159%
01-6128 Utilities	$ 63,889	$ 11,339	$ 9,397	$ 17,934	$ 4,346	$ 4,011	$ 3,964	$ 50,990	$ 63,889	80%
01-6200 Maintenance	$ 100,838	$ 21,870	$ 21,248	$ 12,495	$ 150	$ 199	$ 18,824	$ 74,787	$ 100,838	74%
BioSolids		$ 2,800	$ 2,888	$ 2,800	$ 2,975		$ 5,525	$ 16,988		
Building R&M		$ 420						$ 420		
Lab Tests & Supplies		$ 4,945	$ 1,578	$ 911	$ 36	$ 720	$ 66	$ 8,256		
01-6201 Chemicals	$ 6,300	$ 3,065	$ 430	$ 1,801			$ 344	$ 5,640	$ 6,300	90%
01-6202 Inflow & Infilitration	$ 15,000	$ 3,803		$ 1,677			$ 7,022	$ 12,502	$ 15,000	83%
Total 01-6100 Materials & Services	**$ 448,498**	**$ 70,385**	**$ 83,889**	**$ 115,211**	**$ 66,340**	**$ 52,266**	**$ 63,063**	**$ 358,847**	**$ 448,498**	**80%**
01-7000 Capital Outlay - General Fund	$ 80,000		$ 76,286					$ 76,286	$ 80,000	95%
01-7500 Debt Service - General Fund								$ -		
01-7510 OECD Facility Loan - Principle	$ 17,672		$ 17,672					$ 17,672	$ 17,672	100%
01-7511 OECD Facility Loan - Interest	$ 1,648		$ 1,647					$ 1,647	$ 1,648	100%
01-7520 IFA Loan/Grant - Principle	$ 13,827		$ 13,827					$ 13,827	$ 13,827	100%
01-7521 IFA Loan/Grant - Interest	$ 5,556		$ 5,556					$ 5,556	$ 5,556	100%
Total 01-7500 Debt Service - General Fund	**$ 38,703**	**$ -**	**$ 38,702**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 38,702**	**$ 38,703**	**100%**
Total 01-6000 REQUIREMENTS - GENERAL FUND	**$ 567,201**	**$ 70,385**	**$ 198,877**	**$ 115,211**	**$ 66,340**	**$ 52,266**	**$ 63,063**	**$ 473,835**	**$ 487,201**	**97%**
01-8000 Contingency & Unapp Bal - General Fund										
01-8001 Contingency - General Fund	$ 119,625							$ -	$ 119,625	0%
01-8100 USDA Loan Required Reserve	$ 6,923							$ -	$ 6,923	0%
01-8500 Unappropriated Bal - General F	$ 178,129							$ -	$ 178,129	0%
Total 01-8000 Contingency & Unapp Bal - General Fund	**$ 304,677**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 304,677**	**0%**
02-6000 REQUIREMENTS - CAPITAL FUND										
02-7000 Capital Outlay - Capital Fund	$ 20,000							$ -	$ 20,000	0%
02-7100 Webb Lift Station		$ 22,550						$ 22,550		
	Budget	1st Qtr	2nd Qtr	3rd Qtr	Apr-26	May-26	Jun-26	YEAR TO DATE		

	FY 25/26	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget	%
02-7300 Generator										
Total 02-7000 Capital Outlay - Capital Fund	**$ 20,000**	**$ 22,550**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	$ 22,550	**$ 20,000**	113%
Total 02-6000 REQUIREMENTS - CAPITAL FUND	**$ 20,000**	**$ 22,550**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 22,550**	**$ 20,000**	**113%**
								$ -		
02-8000 Contingency & Unapp Bal - Capital Fund	$ 100,000							$ -	$ 100,000	0%
02-8500 Unappropriated Bal - Capital	$ 53,156							$ -	$ 53,156	0%
Total 02-8000 Contingency & Unapp Bal - Capital Fund	**$ 153,156**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 153,156**	**0%**
03-6000 REQUIREMENT - GO BOND DEBT FUND										
03-7510 USDA Plant Upgrade - Principle	$ 77,058			$ 81,295				$ 81,295	$ 77,058	105%
03-7511 USDA Plant Upgrade - Interest	$ 67,542			$ 63,305				$ 63,305	$ 67,542	94%
Total 03-7500 Debt Service - SD Go Bond Debt	**$ 144,600**	**$ -**	**$ -**	**$ 144,600**	**$ -**	**$ -**	**$ -**	**$ 144,600**	**$ 144,600**	**100%**
Total 03-6000 REQUIREMENT - GO BOND DEBT FUND	**$ 144,600**			**$ 144,600**				**$ 144,600**	**$ 144,600**	**100%**
03-8000 Contingency & Unapp Bal - GO BOND Debt Fund										
03-8500 Unappropriated Balance GO	$ 6,742							$ -	$ 6,742	0%
Total 03-8000 Contingency & Unapp Bal - GO BOND Debt Fund	**$ 6,742**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 6,742**	0%
04-6000 LO Levy Requirements										
04-6100 Professional Services	$ 125,000			$ 47,906			$ 60,986	$ 108,892	$ 125,000	87%
Total 04-6000 LO Levy Requirements	**$ 125,000**	**$ -**	**$ -**	**$ 47,906**	**$ -**	**$ -**	**$ 60,986**	$ 108,892	**$ 125,000**	87%
04-8000 Contingency & Unappropriated Balance								$ -		
04-8001 LO Levy - Contingency	$ 50,000							$ -	$ 50,000	0%
04-8500 LO Levy - Unappropriated Balance	$ 5,000							$ -	$ 5,000	0%
Total 04-8000 Contingency & Unappropriated Balance	**$ 55,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	$ -	**$ 55,000**	0%
7900 Interfund Transfer Out	$ 50,000							$ -	$ 50,000	0%
Total Expenses	**$ 1,426,376**	**$ 92,935**	**$ 198,877**	**$ 307,717**	**$ 66,340**	**$ 52,266**	**$ 124,049**	**$ 749,877**	**$ 1,426,376**	53%
Total Resources - Requirements	**$ -**							**$ 197,117**	**$ -**	

FUND BALANCES:	6/30/2026
Main Checking #1218	**$ 153,610**
LGIP Fund	**$ 267,146**
LGIP - SD GO Bond Debt	**$ 110,554**
LGIP - Levy Fund	**$ 113,318**

AC Sanitary District
Check Detail Report
June 2026

Date	Type	Num	Name	Description	Amount
			00-1000 #1218 Main Checking		
06/03/2026	Check	9515	Arch Cape Water District	IGA	-10,607.23
06/03/2026	Check	9514	Pacific Power		-3,657.19
06/03/2026	Check	9511	Eds Septic		-2,975.00
06/03/2026	Check	9508	City of Seaside		-2,550.00
06/03/2026	Check	9513	Accuity, LLC		-2,000.00
06/03/2026	Check	9510	City of Cannon Beach		-571.60
06/03/2026	Check	9512	DJC Oregon		-362.88
06/03/2026	Expense		DEQ		-174.72
06/03/2026	Check	9509	Recology Western Oregon		-96.54
06/03/2026	Expense		1st Security Bank		-4.02
06/06/2026	Expense		Starlink		-210.00
06/17/2026	Expense		Safeway	Labs	-21.48
06/18/2026	Check	9516	Richard Stelzig Engineering		-60,986.00
06/18/2026	Check	9641	Bob McEwan Construction		-7,022.00
06/18/2026	Check	9517	North Central Lab		-44.77
06/18/2026	Expense		Amazon.com		-14.99
06/21/2026	Expense		Microsoft		-8.25
06/23/2026	Expense		Google Domains		-1.99
06/25/2026	Check	9519	Xylem Water Solutions USA		-12,942.95
06/26/2026	Expense		QuickBooks Payments		-115.00
06/28/2026	Check	9601	Aerzen USA Corp.		-698.60
06/29/2026	Check	9604	Peterson - CAT	SW290112770 CUSTOMER #0366410	-3,353.49
06/30/2026	Check	9602	Arch Cape Water District	IGA	-13,945.61
06/30/2026	Check	9606	OEM	Refund due to over-payment on reimbursement.	-9,459.00
06/30/2026	Check	9605	MSHS Power Group, LLC	Invoice #538621	-1,675.00
06/30/2026	Expense		1st Security Bank		-10.00

AC Sanitary District

ACSD BvA FY 7.26 TO 6.27 - General Fund

July 2026 - June 2027

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
01-4000 RESOURCES - GENERAL FUND			
01-4001 Beginning Balance - General Fun			
01-4002 Undesignated Balance - General		259,396	
01-4003 Operating Reserve		78,000	
03-4002 USDA Loan Required Reserve		6,923	
Total 01-4001 Beginning Balance - General Fun		**344,319**	
Total 01-4000 RESOURCES - GENERAL FUND		**344,319**	
01-4100 REVENUE			
01-4200 Sanitary User Fees			
01-4201 Base Rate Meter Sales	30,593	414,960	7.00 %
01-4202 Overage/Excess Usage	2,861	29,048	10.00 %
01-4203 Debt Service	2,891	38,702	7.00 %
Total 01-4200 Sanitary User Fees	**36,344**	**482,710**	**8.00 %**
01-4300 Interest Income - General Fund		2,050	
01-4400 WD Facilities Use Charge		4,056	
01-4501 Meter Install Fee		400	
Total 01-4100 REVENUE	**36,344**	**489,216**	**7.00 %**
4900 Interfund Transfer In		40,000	
Total Income	**$36,344**	**$873,535**	**4.00 %**
GROSS PROFIT	**$36,344**	**$873,535**	**4.00 %**
Expenses			
01-6000 REQUIREMENTS - GENERAL FUND			
01-6100 Materials & Services			
01-5999 Inter-Govern Agreement (IGA)	18,954	221,271	9.00 %
01-6120 Liability & Property Insurance		22,000	
01-6121 Licenses		4,000	
01-6122 Dues & Taxes	132	11,000	1.00 %
01-6123 Professional Services		6,500	
01-6124 Emergency Sanitation		500	
01-6125 Auditing Service		18,500	
01-6126 Legal Services		3,000	
01-6127 Notices		750	
01-6128 Utilities	7,407	55,000	13.00 %
01-6129 Lone Worker GPS		800	
01-6200 Maintenance	8,777	103,200	9.00 %
BioSolids	5,700		
Blower Factory Service	14,305		
Lab Tests & Supplies	36		
Total 01-6200 Maintenance	**28,818**	**103,200**	**28.00 %**
01-6201 Chemicals	1,289	6,500	20.00 %
01-6202 Inflow & Infiltration		10,000	

AC Sanitary District

ACSD BvA FY 7.26 TO 6.27 - General Fund

July 2026 - June 2027

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Total 01-6100 Materials & Services	**56,600**	**463,021**	**12.00 %**
01-7500 Debt Service - General Fund			
01-7510 OECD Facility Loan - Principle		18,477	
01-7511 OECD Facility Loan - Interest		843	
01-7520 IFA Loan/Grant - Principle		14,162	
01-7521 IFA Loan/Grant - Interest		5,220	
Total 01-7500 Debt Service - General Fund		**38,702**	
Total 01-6000 REQUIREMENTS - GENERAL FUND	**56,600**	**501,723**	**11.00 %**
01-8000 Contingency & Unapp Bal - General Fund			
01-8001 Contingency - General Fund		78,000	
01-8100 USDA Loan Required Reserve		6,923	
01-8500 Unappropriated Bal - General F		75,889	
Total 01-8000 Contingency & Unapp Bal - General Fund		**160,812**	
7900 Interfund Transfer Out		211,000	
Total Expenses	**$56,600**	**$873,535**	**6.00 %**
NET OPERATING INCOME	**$ -20,255**	**$0**	**0%**
NET INCOME	**$ -20,255**	**$0**	**0%**

AC Sanitary District

ACSD BvA FY 7.26 TO 6.27 - Capital Fund

July 2026 - June 2027

	ACTUAL	TOTAL BUDGET	% OF BUDGET
Income			
02-4000 RESOURCES - CAPITAL FUND			
02-4002 System Dev. Charges Account		240,137	
02-4250 Unrestricted			
02-4251 Grant Revenue		9,459	
Total 02-4250 Unrestricted		**9,459**	
Total 02-4000 RESOURCES - CAPITAL FUND		**249,596**	
02-4100 REVENUE - Capital Fund			
02-4200 SDC Revenue (Restricted)	10,447	20,594	51.00 %
Total 02-4100 REVENUE - Capital Fund	**10,447**	**20,594**	**51.00 %**
4900 Interfund Transfer In		171,000	
Total Income	**$10,447**	**$441,190**	**2.00 %**
GROSS PROFIT	**$10,447**	**$441,190**	**2.00 %**
Expenses			
02-6000 REQUIREMENTS - CAPITAL FUND			
02-6100 SDC Planning & SDC Update		30,000	
02-7000 Capital Outlay - Capital Fund			
02-7400 UP - North Pump Station Rehab		7,000	
02-7401 UP - Asbury Pump Station Rehab		10,000	
02-7402 UP - Aerzen Blower Program		20,000	
02-7403 UP - RAS Pump #1 Replacement		10,000	
02-7404 UP - Anoxic Zone Clean/Sluice Gate		4,000	
02-7405 UP - WWTP VFD Replacements		5,000	
02-7406 UP - Metric Plugs & Wiring Replacement		1,500	
02-7407 Mini Excavator	19,581	17,000	115.00 %
02-7408 UP - Generator Power Boxes (Asbury)		14,000	
02-7409 UP - Truck (50%)	33,994	42,500	80.00 %
Total 02-7000 Capital Outlay - Capital Fund	**53,575**	**131,000**	**41.00 %**
Total 02-6000 REQUIREMENTS - CAPITAL FUND	**53,575**	**161,000**	**33.00 %**
02-8000 Contingency & Unapp Bal - Capital Fund			
02-8001 Contingency - Capital Fund		30,000	
02-8002 SDC Contingency		100,000	
02-8500 Unappropriated Bal - Capital		19,459	
02-8502 SDC Unappropriated Balance		130,731	
Total 02-8000 Contingency & Unapp Bal - Capital Fund		**280,190**	
Total Expenses	**$53,575**	**$441,190**	**12.00 %**
NET OPERATING INCOME	**$ -43,128**	**$0**	**0%**
NET INCOME	**$ -43,128**	**$0**	**0%**

AC Sanitary District

ACSD BvA FY 7.26 TO 6.27 - GO Bond Debt Fund

July 2026 - June 2027

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
03-4000 RESOURCES - GO BOND DEBT FUND			
03-4001 Beginning Bal - Go Bond Debt Fund		20,742	
Total 03-4000 RESOURCES - GO BOND DEBT FUND		**20,742**	
03-4100 REVENUE - GO BOND DEBT FUND			
03-4055 Property Taxes	1,588	144,600	1.00 %
03-4201 Bond Interest	125		
03-4300 LGIP Interest - SD Go Bond Debt		5,000	
Total 03-4100 REVENUE - GO BOND DEBT FUND	**1,713**	**149,600**	**1.00 %**
Total Income	**$1,713**	**$170,342**	**1.00 %**
GROSS PROFIT	**$1,713**	**$170,342**	**1.00 %**
Expenses			
03-6000 REQUIREMENT - GO BOND DEBT FUND			
03-7500 Debt Service - SD Go Bond Debt			
03-7510 USDA Plant Upgrade - Principle		83,538	
03-7511 USDA Plant Upgrade - Interest		61,062	
Total 03-7500 Debt Service - SD Go Bond Debt		**144,600**	
Total 03-6000 REQUIREMENT - GO BOND DEBT FUND		**144,600**	
03-8000 Contingency & Unapp Bal - GO BOND Debt Fund			
03-8500 Unappropriated Balance GO		25,742	
Total 03-8000 Contingency & Unapp Bal - GO BOND Debt Fund		**25,742**	
Total Expenses	**$0**	**$170,342**	**0%**
NET OPERATING INCOME	**$1,713**	**$0**	**0%**
NET INCOME	**$1,713**	**$0**	**0%**

AC Sanitary District

ACSD BvA FY 7.26 TO 6.27 - LEVY Fund

July 2026 - June 2027

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
04-4000 Local Option Levy Fund	1,323	10,000	13.00 %
04-4001 Local Option Levy Proceeds		125,000	
04-4300 LO Levy - Interest	105	5,000	2.00 %
Total 04-4000 Local Option Levy Fund	**1,428**	**140,000**	**1.00 %**
4900 Interfund Transfer In		40,000	
Total Income	**$1,428**	**$180,000**	**1.00 %**
GROSS PROFIT	**$1,428**	**$180,000**	**1.00 %**
Expenses			
04-6000 LO Levy Requirements			
04-6100 Professional Services		120,000	
Total 04-6000 LO Levy Requirements		**120,000**	
04-8000 Contingency & Unappropriated Balance			
04-8001 LO Levy - Contingency		10,000	
04-8500 LO Levy - Unappropriated Balance		10,000	
Total 04-8000 Contingency & Unappropriated Balance		**20,000**	
7900 Interfund Transfer Out		40,000	
Total Expenses	**$0**	**$180,000**	**0%**
NET OPERATING INCOME	**$1,428**	**$0**	**0%**
NET INCOME	**$1,428**	**$0**	**0%**

AC Sanitary District
Check Detail Report
July 2026

Date	Type	Num	Name	Description	Amount
			00-1000 #1218 Main Checking		
7/1/2026	Check	9603	Oregon DEQ		-132.08
07/06/2026	Expense		Starlink		-135.00
07/07/2026	Expense		Safeway	Labs	-21.48
07/08/2026	Check	9609	Aerzen USA Corp.		-14,305.00
07/08/2026	Check	9610	Xylem Water Solutions USA		-6,590.80
07/08/2026	Check	9607	Pacific Power		-3,419.58
07/08/2026	Check	9608	Recology Western Oregon		-83.97
07/09/2026	Expense		Builders FirstSource		-57.99
07/10/2026	Expense		Harbor Freight		-116.96
07/14/2026	Expense		Seaside Auto		-57.45
07/15/2026	Expense		Safeway		-14.32
07/16/2026	Expense		Radio License	Lone Worker - GPS	-35.00
07/17/2026	Expense		Columbia Locksmith		-32.00
07/18/2026	Expense		Amazon.com		-14.99
07/20/2026	Expense		Radio License	Lone Worker - GPS	-35.00
07/21/2026	Expense		Kendall Ford		-33,993.88
07/21/2026	Expense		RWO Astoria Transfer		-44.20
07/21/2026	Expense		Microsoft		-8.25
07/22/2026	Check	9612	Eds Septic		-3,150.00
07/22/2026	Check	9613	City of Seaside		-2,550.00
07/22/2026	Check	9611	City of Cannon Beach		-1,289.06
07/22/2026	Expense		Greyhound Bus		-61.99
07/23/2026	Expense		Google Domains		-1.99
07/26/2026	Expense		QuickBooks Payments		-115.00
07/28/2026	Expense		Seaside Auto		-52.37
07/31/2026	Check	9614	Arch Cape Water District	IGA	-18,822.14
07/31/2026	Expense		Line X	Truck bed lining	-450.00
07/31/2026	Expense		1st Security Bank		-10.00

Richard Gibson, President
Cannon View Park, Inc.
80478 Carnahan Road
Arch Cape OR 97102
Mobile 503.313.7837

12 August 2026

Casey Short
President, Board of Directors
Arch Cape Sanitary District
32065 E Shingle Mill Lane
Arch Cape OR 97102

RE: Local Option Levy Tax Credit for Water Services

Dear Casey:

The Measure Explanatory Statement for Arch Cape Sanitary District's Local Option Levy, passed 5 November 2024, states, "Funding raised through the measure will fund the contracted administrator position that will serve both Districts in accordance with the terms and conditions in the IGA."

This levy raised taxes on all 50 homeowners within Cannon View Park, who are served by Arch Cape Sanitary District (ACSD) but not by Arch Cape Domestic Water Supply District (ACWD). Those homeowners pay Cannon View Park, Inc. (CVP) for their water service, not ACWD. It is inappropriate for ACSD to charge CVP homeowners to support ACWD. CVP requests that ACSD issue a credit against ACSD bills for CVP homeowners equal to the ACWD share of the local option levy amounts appearing on CVP homeowner bills for the 2025-2026 and 2026-2027 fiscal years.

The ACWD 2026-2027 budget approved by the governing body shows the following:

Expense	Expense Item	ACSD share	ACWD share
$ 260,825	Personnel Services	$ 148,670 (57%)	$ 112,155 (43%)
$ 50,000	Shared Temporary Help	$ 28,500 (57%)	$ 21,500 (43%)
$ 88,200	Allocable Expenses	$ 44,100 (50%)	$ 44,100 (50%)
$ 399,025	Total Shared Expenses	$ 221,270 (55.45%)	$ 177,755 (44.55%)

The numbers for 2025-2026 are slightly different. CVP understands that a reconciliation of budgeted to actual expenses will occur at the end of each fiscal year.

CVP requests that each CVP homeowner receive a credit against their quarterly ACSD bills until a total credit of approximately 44.55% of their local option levy for both tax years is reached.

Yours truly,

Richard Gibson

Richard Gibson, President, Cannon View Park, Inc.