

RESOURCES
GENERAL FUND
(Fund)

WICKIUP WATER DISTRICT
(Name of Municipal Corporation)

Historical Data		Adopted Budget This Year Year 2025-2026	RESOURCE DESCRIPTION	Budget for Next Year 2026-2027		
Actual Second Preceding Year 2023-2024	First Preceding Year 2024-2025			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1	463,450	389,000	178,988	193,300		1
2						2
3						3
4	7,592	4,700		3,000		4
5						5
6						6
7	540,247	563,827	885,000	750,000		7
8	7,242	17,557	8,242	32,968		8
9	18,649	5,939	15,000	5,000		9
10	63,788	43,087	73,800	73,800		10
11						11
12						12
13						13
14						14
15						15
16			50,000			16
17						17
18						18
19						19
20						20
21						21
22						22
23						23
24						24
25						25
26						26
27						27
28						28
29	1,100,968	1,024,110	1,214,530	1,058,068	0	29
30				0		30
31						31
32	1,100,968	1,024,110	1,214,530	1,058,068	0	0

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

DETAILED REQUIREMENTS
GENERAL FUND -- OFFICE

WICKUP WATER DISTRICT

Historical Data				REQUIREMENTS FOR: ADMINISTRATIVE	Budget for Next Year 2026-2027			
Actual Second Preceding Year 2023-2024	First Preceding Year 2024-2025	Adopted Budget This Year 2025-2026			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
1	78,115	90,156	80,000	1 DISTRICT MANAGER - wages	80,000			1
2				2 Overtime	3,000			2
3				3 BENEFITS	55,000			3
4	26,783	17,514	22,000	4 WORKER'S COMPENSATION INSURANCE	5,000			4
5				5 PAYROLL TAXES; All	22,000			5
6	104,898	113,103	107,500	6 TOTAL PERSONNEL SERVICES	165,000	0	0	6
7	1		1	7 TOTAL FULL-TIME EQUIVALENT (FTE)	1	1	1	7
8				8 MATERIALS AND SERVICES				8
9				9 REPAIR & MAINTENANCE	2,000			9
10	1,371	330	1,000	10 INSURANCE EXPENSE (Liability, Auto, Property, etc.)	32,000			10
11	22,486	26,599	28,000	11 OFFICE SUPPLIES & POSTAGE	20,000			11
12	15,070	23,429	21,000	12 TELECOMMUNICATIONS	2,500			12
13	4,933	1,945	3,000	13 PRINTING & PUBLISHING	600			13
14	790	160	200	14 ACCOUNTANT SERVICES & AUDIT	30,000			14
15	10,923	5,402	2,000	15 ATTORNEY FEES	2,000			15
16	7,315	5,366	5,500	16 DUES, SUBSCRIPTIONS & MEMBERSHIPS	2,000			16
17	3,450	3,201	3,500	17 BANK & CREDIT CARD FEES	3,500			17
18	2,506	3,927	3,500	18 ELECTRICITY/UTILITIES OTHER	5,000			18
19		350	350	19 RENT (L&C Tree Farm)	350			19
20	430			20 ELECTION EXPENSE	500			20
21	4,185	6,372		21 CONTRACTUAL OFFICE EXPENSE	3,000			21
22	240		350	22 TRAINING & SCHOOLING	350			22
23	580		500	23 EQUIPMENT RENTAL / LEASES	500			23
24	3,501	1,500		24 MISCELLANEOUS	1,000			24
25				25 BILLING SOFTWARE/PROGRAMS	6,500			25
26				26 TOTAL MATERIALS AND SUPPLIES	111,800	0	0	26
27	77,780	82,081	112,900	27 TOTAL REQUIREMENTS	276,800	0	0	27
28								28
29								29
30								30
31								31
32								32
33	182,678	195,184	220,400					33

**DETAILED REQUIREMENTS
GENERAL FUND -- MAINTENANCE**

		Historical Data			Adopted Budget This Year 2025-2026	REQUIREMENTS FOR: MAINTENANCE	Budget for Next Year 2026-2027			
	Actual Second Preceding Year 2023-2024	First Preceding Year 2024-2025		Proposed by Budget Officer			Approved by Budget Committee	Adopted by Governing Body		
1	111,572	40,607								
2	72,097	75,534			87,000					
3	11,102	18,273			29,000					
4					52,000					
5					5,000					
6	132,346	94,718			118,513					
7										
8	327,117	229,132			291,513		0		0	
9					2					
10										
11										
12	46,682	73,782			70,000					
13	2,265	2,108			10,000					
14	32,413	20,146			25,000					
15	3,534	1,595			2,000					
16	1,600	7,724			2,000					
17	3,428				1,500					
18	2,221	2,008			4,500					
19	641	1,733			1,500					
20	11,780	10,834			13,000					
21	13,990	11,570			12,500					
22	4,525	2,766			3,000					
23	12,402	12,751			12,500					
24	24,036	30,660			10,000					
25	1,589	5,786			5,000					
26	1,128	1,153			1,500					
27	162,234	184,616			174,000		0		0	
28										
29										
30	16,691	2,410			50,000					
31					50,000					
32										
33										
34										
35										
36										
37	16,691	2,410			100,000		0		0	
38										
39	506,042	416,158			565,513		0		0	

REQUIREMENTS SUMMARY

GENERAL FUND -- OFFICE & MAINTENANCE COMBINED

WICKIUP WATER DISTRICT

Line Item	Historical Data			REQUIREMENTS FOR: GENERAL FUND RECAP	Budget For Next Year 2026-2027		
	Actual		Adopted Budget		Proposed By	Approved By	Adopted By
	Second Preceding Year 2023-2024	First Preceding Year 2024-2025	This Year 2025-2026		Budget Officer	Budget Committee	Governing Body
1				PERSONNEL SERVICES			
2							
3	104,898	113,103	107,500	Administrative	165,000		
4	327,117	229,132	231,000	Maintenance	291,513		
5							
6	432,015	342,235	338,500	TOTAL PERSONNEL SERVICES	456,513	0	0
7	3	3	3	Total Full-Time Equivalent (FTE)	3	3	3
8				MATERIALS AND SERVICES			
9							
10	77,780	83,581	112,900	Administrative	111,800		
11	162,233	184,616	184,500	Maintenance	174,000		
12							
13	240,013	268,197	297,400	TOTAL MATERIALS AND SERVICES	285,800	0	0
14							
15				CAPITAL OUTLAY			
16							
17	16,691	2,410	150,000	Maintenance	100,000		
18							
19							
20	16,691	2,410	150,000	TOTAL CAPITAL OUTLAY	100,000	0	0
21							
22				TRANSFERRED TO OTHER FUNDS / CONTINGENCIES			
23	36,830	43,087	73,800	Debt Service Fund	73,800		
24	0	17,342	8,242	System Development Fund	32,968		
25	20,000	20,000	20,000	General Fund Operating Contingency	20,000		
26	56,830	80,429	102,042	TOTAL TRANSFERS & CONTINGENCIES	126,768	0	0
27							
28							
29							
30							
31							
32							
33	745,549	693,271	887,942	Total Requirements for all Units/Programs	969,081	0	0
34	355,419	330,839	326,588	UNAPPROPRIATED ENDING FUND BALANCE	88,987		
35	1,100,968	1,024,110	1,214,530	TOTAL	1,058,068	0	0

FORM LB-11

RESERVE FUND

RESOURCES AND REQUIREMENTS

DEBT SERVICE LOAN FUND

(Fund)

(Name of Municipal Corporation)

Wickiup Water District

This fund is authorized by resolution _____ on _____ for the purpose of repaying the obligations owing to Oregon Business Development

Historical Data			DESCRIPTION				Budget for Next Year 2026-2027		
Actual			RESOURCES AND REQUIREMENTS				Proposed By	Approved By	Adopted By
Second Preceding Year 2023-2024	First Preceding Year 2024-2025	Adopted Budget Year 2025-2026	RESOURCES				Budget Officer	Budget Committee	Governing Body
			1	Cash on hand * (cash basis)			82,706		
			2	Working Capital (accrual basis)					
			3	Previously levied taxes estimated to be received					
			4	Interest			2,500		
			5	Transferred IN, from General Fund:			73,800		
			6	Water Sales - Special Fund Debt Service					
			7						
			8						
			9						
			10	Total Resources, except taxes to be levied					
			11	Taxes estimated to be received					
			12	Taxes collected in year levied					
			13	TOTAL RESOURCES			159,006	0	0
			14	REQUIREMENTS **					
			15	15 Maintenance	Debt Serv	Principal Payment - Loan #1 (SZ9017)	29,896		
			16	16 Maintenance	Debt Serv	Interest Payment - Loan #1	4,405		
			17	17		Principal Payment - Loan #2 (S17030)	18,988		
			18	18		Interest Payment - Loan #2	6,482		
			19	19					
			20	20					
			21	21					
			22	22					
			23	23					
			24	24		TOTAL REQUIREMENTS	59,771	0	0
			25	25					
			26	26					
			27	27					
			28	28					
			29	29					
			30	30		UNAPPROPRIATED ENDING FUND BALANCE			
			31	31		TOTAL REQUIREMENTS	59,771	0	0

*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 Ordinance 91-01 on November 20, 1991, for the following specified purpose: to direct a portion of funds received from new construction to the existing system & future system improvements

**RESERVE FUND
RESOURCES AND REQUIREMENTS**
SYSTEM DEVELOPMENT CHARGE FUND
(Fund)

Year this reserve fund will be reviewed to be continued/abolished: _____
Date can not be more than 10 years after establishment. _____
Review Year: _____
Wicklup Water District
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2025-2026		
Actual Second Preceding Year 2023-2024	First Preceding Year 2024-2025	Adopted Budget Year 2025-2026		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1			RESOURCES			
2	34,865	23,471	2 Cash on hand * (cash basis),	44,669		
3			3			
4			4			
5	2	3	5 Interest	1,500		
6		17,342	6 Transferred IN, from General Fund: System Development Charge (\$8,242)	32,968		
7			7			
8			8			
9			9			
10	34,867	40,816	10 Total Resources, except taxes to be levied	79,137	0	0
11			11 Taxes estimated to be received			
12			12 Taxes collected in year levied			
13	34,867	40,816	TOTAL RESOURCES	79,137	0	0
14			14 REQUIREMENTS **			
15			15 Org. Unit or Prog. & Activity			
16			16 Maintenance			
17			17 Maintenance	10,000		
18	11,390		18 Capital Outlay			
19		10,000	19 Maintenance	50,000		
20			20 Capital Outlay			
21		10,000	21 Maintenance			
22			22			
23			23			
24			24			
25			25	60,000		
26			26			
27			27			
28			28			
29	0	0	29 Ending Balance (prior years)			
30			30 UNAPPROPRIATED ENDING FUND BALANCE			
31	11,390	0	TOTAL REQUIREMENTS	60,000	0	0

*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.

CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL SHEET

Project: SLOW SAND AUTOMATION -- Priority #1

Project Cost: Two estimates have previously been received. One from The Automation Group in the amount of \$34,430 and one from Correct Equipment in the amount of \$16,800 (estimate as of 3/2024)

Description: Built in the 80's, the Slow Sand plant is very basic. Chlorine and soda ash are used to treat the water. The plant is in a rural, remote area approximately a mile or so up a gated logging road. The property is leased. The plant is surrounded by a chainlink fence. Water intakes are located almost two miles further up the road and are posted "no trespassing".

Benefits: There is no automation or telemetry at the plant. Even though staff monitors the plant daily, it could be hours before any issue is detected. Some form of automation that would allow the plant to notify the SCADA system at Little Creek if there is a problem, would be extremely beneficial. This upgrade would also allow the plant to send data to Little Creek, that would be recorded. This would be extremely beneficial when it came to state reporting.

Cost Calculation: Quotes received from TAG and Correct.

Funding Source: It is proposed that funds be used from the system development account



CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL SHEET

Project: IVY STATION TANK -- Priority #2

Project Cost:

Description: Wickup Water District has a 200,000-gallon welded-steel reservoir located off Ivy Station Rd. It is recommended the tank be recoated every 5-years. It appears the last recoating took place in 1996.

Benefits: Longevity of the tank. Additional page includes power, flow meter, alarm, and lighting.
Cost Calculation: Curran-Mcleod gave a quote of \$50,000 in 2019

Funding Source:



CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL SHEET

Project: LITTLE CREEK PLANT UPDATES -- Priority #3

Project Cost: \$160,000 estimate

Description: The Little Creek plant was updated in the mid 90's. A Robert's Filter was installed as well as a SCADA system to be able to monitor the plant remotely. Due to lack of upkeep, the filter media has never been changed and/or maintained. It appears the inside of the cells (technically called a train) need to be repainted. Bearings in the paddles should be replaced. The chemical feeds and analysers are outdated and need to be either installed or upgraded. There have been no upgrades to the SCADA system making it outdated and difficult to work on. In addition, in 2011 WWD received a quote from Robert's Filter to install an Aries Manage Air System. In June 2025, Roberts Filter Group reassessed the filter and provided the recommendations attached.

Benefits: Replacing the filter media will decrease the run time between backwashes as well as allow the filters to work more effectively. This would result in noticeably reduced chemicals, electrical, and backwash water usage. There is no raw water turbidimeter. Without the meter, operators do not know when there is a spike in turbidity (dirty water) and cannot shut down the plant, thus causing dirty water in the cells. There is not a streaming current analyzer. A streaming current analyzer would optimize the dosage of Pass-C. Installing new and/or updated chemical feeds will save on the amount of chemicals used as well as assist in monitoring the plant.

Cost Calculation: Roberts Filter Group (attached sheet) \$125,000.00. Correct Equipment provided the following information: filter media \$33,000; effluent pump \$2,000; raw water turbidimeter \$9,000; streaming current analyser \$14,000; and Pass-c dosing pump \$6,000. The remainder was for an Aries surface wash. Currently, we use a jet wash to break up sludge.

Funding Source: Unknown. Funding is near impossible to find for general maintenance and upkeep costs.



CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL SHEET

Project: SLOW SAND FILTER MEDIA -- Priority #4

Project Cost: Unknown

Description: Since the mid 80's, no sand has been added. Although only a very small amount is scraped off, planning needs to begin to start budgetting for replacement sand. 150-350 microns pre-screened and trucked in. Minimum depth of a slow sand filter is 20 to 24 inches. We are currently at 32"

Benefits: Sand is needed to keep the plant running. Without adding sand, the State will not allow use of the filters. State standard is 24" to 48".

Cost Calculation:

Funding Source:



CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL SHEET

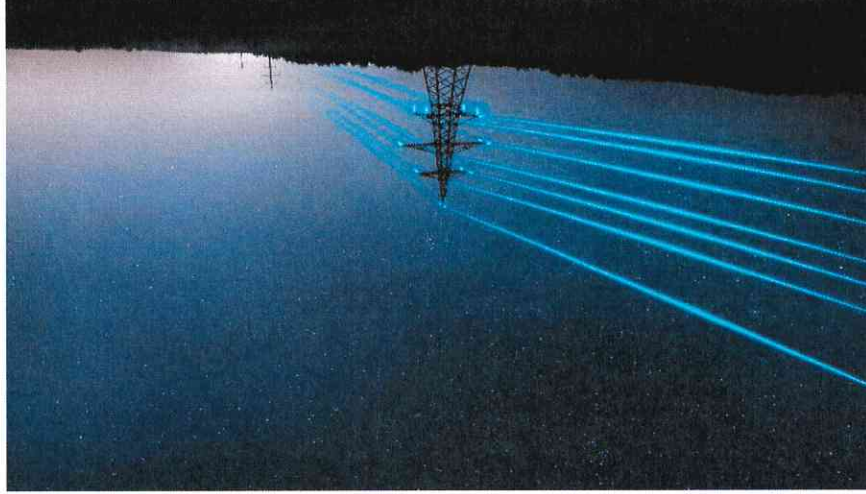
Project: IVY STATION TANK; ELECTRICITY

Project Cost:

Description: Provide power/electricity to area

Benefits: Security, flow sensors to detect leaks or fire flows, lights for security level indicators.
Cost Calculation:

Funding Source:



CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL SHEET

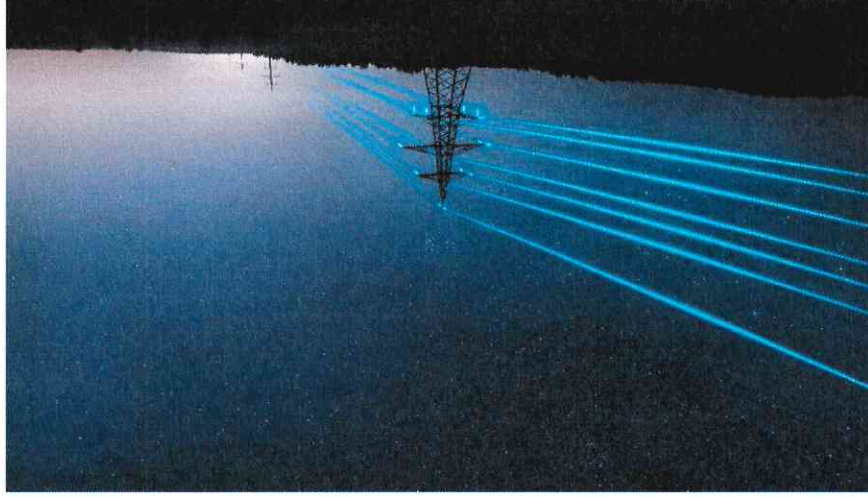
Project: IVY STATION TANK; ELECTRICITY

Project Cost:

Description: Provide power/electricity to area

Benefits: Security, flow sensors to detect leaks or fire flows, lights for security level indicators.
Cost Calculation:

Funding Source:



CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL SHEET

Project: INSTALL FLOW METERS

Project Cost:

Description: Flow meters installed for the raw water at Slow Sand and Little Creek

Benefits: There would a total of two meters installed at the plants (one at Little Creek and one at Slow Sand) to monitor raw water flow for chemical dosage and setting the flow as to not waste water we don't filter.

Cost Calculation:

Funding Source:



CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL SHEET

Project: DISTRIBUTION SYSTEM; WATER MAINS AND HYDRANTS

Project Cost: \$2,200,000

Description: It was recommended in the 2019 updated Master Plan that the mains be upgraded to 10" in parts of the system; Akersted to Conroy, Hillcrest to Conroy, and Conroy to Old Hwy 30. Replacing aging fire hydrants and upgrading to the current standard of 500 feet apart. Currently, the oldest hydrant is from 1938. Three hydrants have failed since 2021.

Benefits: These upgrades would standardize the size of pipe that is in the ground, increase fire flow to the school, and increase flow to the central areas of the district. Reliable hydrants for emergencies.

Cost Calculation: Curran-McLeod -- 2019

Funding Source: The district will need to seek out grants and other funding opportunities



CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL SHEET

Project:

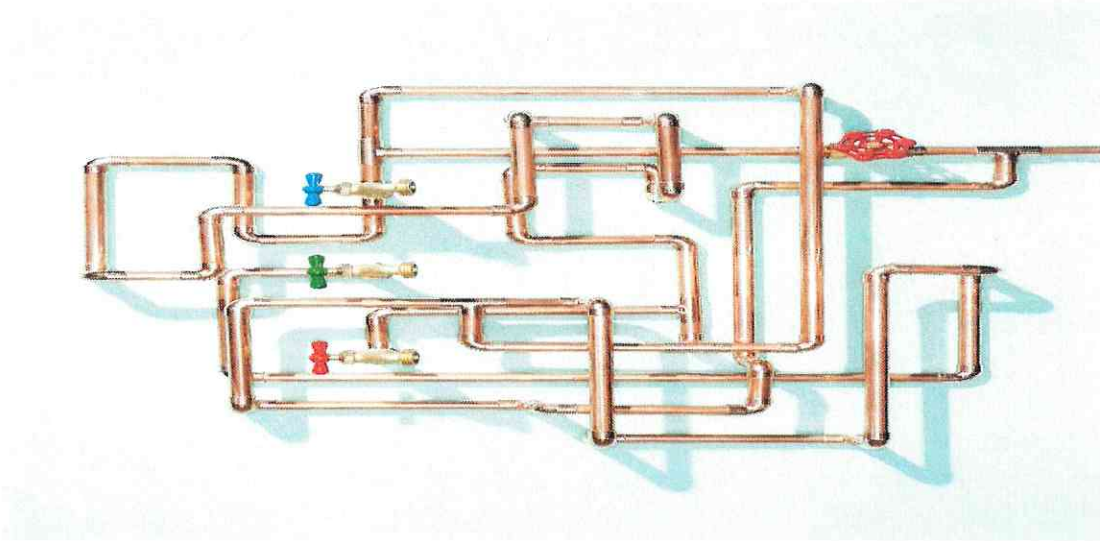
Project Cost:

Description: Tie with Knappa Water Association

Benefits: An interconnection with Knappa Water Association for emergency use would be beneficial to both systems and is actually recommended in the Master Plan. In the event of a disaster, either water system could support the other. For emergency purposes only.

Cost Calculation:

Funding Source:



CAPITAL IMPROVEMENT PROGRAM
PROJECT DETAIL SHEET

Project: CLEAR WELL REPURPOSE

Project Cost:

Description: Repurpose the clear well at Little Creek. It could be used to house another filter tran.

Benefits: Possibly less expense than construction of a whole new building

Cost Calculation:

Funding Source:

