

**RESOURCES  
GENERAL FUND**

(Fund)

**WICKIUP WATER DISTRICT**

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2022-2023			
	Actual		Adopted Budget This Year Year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021						
1	487,813	747,485	588,336	1 Available cash on hand* (cash basis) or	446,970	463,450		1
2				2 Net working capital (accrual basis)				2
3				3 Previously levied taxes estimated to be received				3
4	600	550	187	4 Interest	187	187		4
5				5 Transferred IN, from other funds				5
6				6 <b>OTHER RESOURCES</b>				6
7	484,000	321,300	414,216	7 Water Sales	420,000	420,000		7
8		24,960	21,210	8 Connection(\$3,000)&System Develop. Fees(\$4,242)	36,210	36,210		8
9	15,050	11,000	11,000	9 Miscellaneous Income	5,000	5,000		9
10		75,600	76,560	10 Debt Service Fund Revenue	72,500	72,500		10
11				11 Grant & Loan for the following:				11
12	202,059	90,000		12 Remaining funds - Project S17030				12
13		1,000	1,000	13 Master Plan Grant - V18004				13
14		20,000	20,000	14 Seismic Study - Forgivable Loan (S20009)				14
15		24,009		15 Transfer in from Maintenance Fund				15
16				16 Source Study Grant from Business Oregon	20,000	20,000		16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	1,189,522	1,315,904	1,132,509	29 Total resources, except taxes to be levied	1,000,867	1,017,347	0	29
30				30 Taxes estimated to be received	0			30
31				31 Taxes collected in year levied				31
32	<b>1,189,522</b>	<b>1,315,904</b>	<b>1,132,509</b>	32 <b>TOTAL RESOURCES</b>	<b>1,000,867</b>	<b>1,017,347</b>	<b>0</b>	32

## DETAILED REQUIREMENTS

Allocated to an Organizational Unit, Program, and/or Activity

**FORM  
OR-LB-31**

**GENERAL FUND**

**WICKUP WATER DISTRICT**

	Historical Data				REQUIREMENTS FOR: <u>ADMINISTRATIVE</u>	Budget for Next Year 2022-2023			
	Actual		Adopted Budget This Year 2021-2022			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021							
1	37,000	50,000	60,000	1	DISTRICT MANAGER	66,000	66,000		1
2	12,000	13,200	12,000	2	BENEFITS (PERS included in maintenance)	3,500	3,500		2
3			5,000	3	WORKER'S COMPENSATION INSURANCE	4,500	4,500		3
4			21,400	4	PAYROLL TAXES; All	17,500	17,500		4
5				5					5
6	<b>49,000</b>	<b>63,200</b>	<b>98,400</b>	6	<b>TOTAL PERSONNEL SERVICES</b>	<b>91,500</b>	<b>91,500</b>		6
7	<b>1</b>	<b>1</b>	<b>1</b>	7	<b>TOTAL FULL-TIME EQUIVALENT (FTE)</b>	<b>1</b>	<b>1</b>		7
8				8					8
9				9	<b>MATERIALS AND SERVICES</b>				9
10	25,000	300	1,500	10	REPAIR & MAINTENANCE	750	750		10
11	20,000	14,000	20,000	11	INSURANCE EXPENSE (Liability, Auto, Property, etc.)	20,000	20,000		11
12		10,000	12,000	12	OFFICE SUPPLIES & POSTAGE	10,000	10,000		12
13		5,000	3,500	13	TELECOMMUNICATIONS	2,000	2,000		13
14		350	400	14	PRINTING & PUBLISHING	400	400		14
15	1,500	20,000	15,000	15	ACCOUNTANT SERVICES & AUDIT	15,000	15,000		15
16	20,000	2,000	2,500	16	ATTORNEY FEES	20,000	20,000		16
17	20,000	2,745	2,750	17	DUES, SUBSCRIPTIONS & MEMBERSHIPS	6,000	6,000		17
18	3,000	2,700	4,500	18	BANK & CREDIT CARD FEES	2,500	2,500		18
19		3,100	2,700	19	ELECTRICITY/UTILITIES OTHER	3,500	3,500		19
20	15,000	0	1,500	20	RENT (L&C Tree Farm)	350	350		20
21	2,000	500		21	TAXES (Payroll) - see personnel services				21
22	200	0	500	22	ELECTION EXPENSE	500	500		22
23	500	1,800	7,500	23	CONTRACTUAL OFFICE EXPENSE / ABS SOFTWARE	3,000	3,000		23
24				24	BAD DEBT EXPENSE				24
25	2,000	500	500	25	TRAINING & SCHOOLING	250	250		25
26	3,000	1,200	1,200	26	EQUIPMENT RENTAL / LEASES	2,000	2,000		26
27				27					27
28	<b>112,200</b>	<b>64,195</b>	<b>76,050</b>	28	<b>TOTAL MATERIALS AND SUPPLIES</b>	<b>86,250</b>	<b>86,250</b>		28
29				29					29
30				30					30
31				31					31
32				32					32
33				33					33
34	161,200	127,395	174,450	34	<b>TOTAL REQUIREMENTS</b>	<b>177,750</b>	<b>177,750</b>	<b>0</b>	34

**DETAILED REQUIREMENTS  
GENERAL FUND**

WICKIUP WATER DISTRICT

FORM OR-LB-31

Historical Data				REQUIREMENTS FOR: <u>MAINTENANCE</u>	Budget for Next Year 2022-2023				
Actual		Adopted Budget This Year 2021-2022			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body		
Second Preceding Year 2019-2020	First Preceding Year 2020-2021								
<b>PERSONNEL SERVICES</b>									
1	110,000	110,000	80,000	1	MAINTENANCE / TREATMENT SUPERVISOR	75,000	80,000		1
2			50,000	2	HOURLY EMPLOYEE(S)	55,000	55,000		2
3		15,000	15,000	3	OVERTIME	17,500	17,500		3
4		47,000	50,000	4	BENEFITS (Health & Life; All) / PERS (All)	68,100	68,100		4
5		<b>172,000</b>	<b>195,000</b>	5	<b>TOTAL MAINTENANCE PERSONNEL</b>	<b>215,600</b>	<b>220,600</b>	<b>0</b>	5
6		<b>2</b>	<b>2</b>	6	<b>Total Full-Time Equivalent (FTE)</b>	<b>2</b>	<b>2</b>	<b>2</b>	6
7				7					7
<b>MATERIALS AND SERVICES</b>									
9		40,000	42,000	9	REPAIR & MAINTENANCE	55,000	75,000		9
10		3,000	6,500	10	LABORATORY EXPENSE	3,500	3,500		10
11		21,000	22,000	11	CHLORINE & CHEMICAL EXPENSE	22,000	22,000		11
12		3,500	3,500	12	TELECOMMUNICATIONS	3,500	3,500		12
13		1,000	1,000	13	PLANT OFFICE SUPPLIES	500	500		13
14		3,000	1,500	14	MISCELLANEOUS	500	500		14
15			3,000	15	CERTIFICATIONS & LICENSES / DUES & SUBSCRIPTIONS	2,500	2,500		15
16		500	1,500	16	FREIGHT	2,500	2,500		16
17		9,500	9,500	17	ELECTRICITY (Akerstedt & Palmrose)	9,000	9,000		17
18		8,000	8,000	18	TRUCK & MILEAGE EXPENSE	5,500	5,500		18
19		1,500	1,500	19	TRAINING & SCHOOLING	1,000	1,000		19
20		1,000	1,000	20	EQUIPMENT RENTAL	500	500		20
21		15,000	30,000	21	CONTRACTED LABOR	50,000	50,000		21
22		2,000	2,000	22	PROFESSIONAL FEES / CONSULTING SERVICES	5,000	5,000		22
23		2,500	3,000	23	PERSONAL PROTECTIVE EQUIPMENT (PPE)	1,500	1,500		23
24		<b>111,500</b>	<b>136,000</b>	24	<b>TOTAL MATERIALS AND SERVICES</b>	<b>162,500</b>	<b>182,500</b>	<b>0</b>	24
25				25					25
<b>CAPITAL OUTLAY</b>									
27		100,000	110,000	27	NEW CONSTRUCTION MATERIALS, METERS, ETC.				27
28		5,000		28	LITTLE CREEK SYSTEM & RESERVOIR / PALMROSE	5,000	5,000		28
29		10,000		29	STORAGE FACILITY / GARAGE / Svensen Market Rd.	50,000	50,000		29
30		5,000		30	SLOW SAND FILTER PLANT / Akerstedt	5,000	5,000		30
31		8,500		31	LED LIGHTING @ ALL SITES/LOCATIONS				31
32		33,000		32	2020 FORD RANGER SERVICE TRUCK				32
33		20,000	20,000	33	SEISMIC STUDY / <b>SOURCE STUDY</b>	20,000	20,000		33
34			25,000	34	SECURITY SYSTEM; LITTLE CREEK & SLOW SANDS				34
35			105,000	35	ONE-HALF OF THE BORING COSTS; TOMBERG TO IVY STATION				35
36				36	ONE-HALF OF FLOW METERS AND TRANSDUCERS FOR IVY STATION	30,000	30,000		36
37		<b>181,500</b>	<b>260,000</b>	37	<b>TOTAL CAPITAL OUTLAY</b>	<b>110,000</b>	<b>110,000</b>	<b>0</b>	37
38				38					38
39		<b>465,000</b>	<b>591,000</b>	39	<b>TOTAL REQUIREMENTS</b>	<b>488,100</b>	<b>513,100</b>	<b>0</b>	39

**REQUIREMENTS SUMMARY**

**FORM  
OR-LB-30**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

**GENERAL FUND**

**WICKIUP WATER DISTRICT**

1	Historical Data			REQUIREMENTS FOR: GENERAL FUND RECAP	Budget For Next Year 2022-2023			1
	Actual		Adopted Budget This Year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021						
1				<b>PERSONNEL SERVICES</b>				1
2	205,000			2 Previously page 2				2
3		63,200	97,650	3 Administrative	91,500	91,500		3
4		172,000	199,000	4 Maintenance	215,600	220,600		4
5				5				5
6	<b>205,000</b>	<b>235,200</b>	<b>296,650</b>	6 <b>TOTAL PERSONNEL SERVICES</b>	<b>307,100</b>	<b>312,100</b>	<b>0</b>	6
7	<b>2</b>	<b>3</b>	<b>3</b>	7 <b>Total Full-Time Equivalent (FTE)</b>	<b>3</b>	<b>3</b>	<b>3</b>	7
8				<b>MATERIALS AND SERVICES</b>				8
9	196,200			9 Previously Page 3				9
10		64,195	76,050	10 Administrative	86,250	86,250		10
11		111,500	136,000	11 Maintenance	162,500	182,500		11
12				12				12
13	<b>196,200</b>	<b>175,695</b>	<b>212,050</b>	13 <b>TOTAL MATERIALS AND SERVICES</b>	<b>248,750</b>	<b>268,750</b>	<b>0</b>	13
14				14				14
15				<b>CAPITAL OUTLAY</b>				15
16	175,000			16 Previously Page 4				16
17		181,500	260,000	17 Maintenance	110,000	110,000		17
18		100,000		18 System Development Fund				18
19				19				19
20	<b>175,000</b>	<b>281,500</b>	<b>260,000</b>	20 <b>TOTAL CAPITAL OUTLAY</b>	<b>110,000</b>	<b>110,000</b>	<b>0</b>	20
21				21				21
22				<b>TRANSFERRED TO OTHER FUNDS / CONTINGENCIES</b>				22
23	64,201	75,600	76,560	23 Debt Service Fund	72,500	72,500		23
24		24,960	21,210	24 System Development Fund	21,210	21,210		24
25			20,000	25 General Fund Operating Contingency	20,000	20,000		25
26	<b>64,201</b>	<b>100,560</b>	<b>117,770</b>	26 <b>TOTAL TRANSFERS &amp; CONTINGENCIES</b>	<b>113,710</b>	<b>113,710</b>	<b>0</b>	26
27				27				27
28				<b>DEBT SERVICE</b>				28
29		60,472		29 Loan Repayment ; Loan 1 and 2				29
30		<b>60,472</b>		30 <b>TOTAL DEBT SERVICE</b>	<b>0</b>	<b>0</b>		30
31				31	<b>0</b>	<b>0</b>	<b>0</b>	31
32				32				32
33	640,401	<b>853,427</b>	<b>886,470</b>	33 <b>Total Requirements for all Units/Programs</b>	<b>779,560</b>	<b>804,560</b>	<b>0</b>	33
34	<b>647,551</b>	<b>462,477</b>	<b>246,039</b>	34 <b>UNAPPROPRIATED ENDING FUND BALANCE</b>	<b>221,307</b>	<b>212,787</b>		34
35	<b>1,223,751</b>	<b>1,315,904</b>	<b>1,132,509</b>	35 <b>TOTAL</b>	<b>1,000,867</b>	<b>1,017,347</b>	<b>0</b>	35

**FORM LB-11**

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

**RESERVE FUND  
RESOURCES AND REQUIREMENTS  
DEBT SERVICE LOAN FUND  
(Fund)**

Wickiup Water District  
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023						
Actual		Adopted Budget Year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
Second Preceding Year 2019-2020	First Preceding Year 2020-2021									
1			1	<b>RESOURCES</b>			1			
2	74,953	75,852	2	Cash on hand * (cash basis), (US Bank)	102,236	102,236		2		
3			3	Working Capital (accrual basis)				3		
4			4	Previously levied taxes estimated to be received				4		
5			5	Interest				5		
6			6	Transferred IN, from General Fund:				6		
7	43,697	75,600	7	Water Sales - Special Fund Debt Service #1	72,500	72,500		7		
8			8	Water Sales - Special Fund Debt Service #2				8		
9			9					9		
10	118,650	151,452	10	Total Resources, except taxes to be levied	174,736	174,736		10		
11		0	11	Taxes estimated to be received	0	0	0	11		
12			12	Taxes collected in year levied				12		
13	<b>118,650</b>	<b>151,452</b>	13	<b>TOTAL RESOURCES</b>	<b>174,736</b>	<b>174,736</b>	<b>0</b>	13		
14			14	<b>REQUIREMENTS **</b>				14		
15			15	Org Unit or Prog & Activity	Object Classification	Detail		15		
16	24,064	25,530	16	Maintenance	Debt Serv	Principal Payment - Loan #1 (SZ9017)	25,530	25,530	16	
17	10,296	8,771	17			Interest Payment - Loan #1	8,771	8,771	17	
18	0	17,671	18			Principal Payment - Loan #2 (S17030)	17,097	17,097	18	
19	0	8,500	19			Interest Payment - Loan #2	8,373	8,373	19	
20	0		20	Maintenance	Debt Serv	Transfer to Special Maintenance Fund #1			20	
21	0		21			Transfer to Special Maintenance Fund #2			21	
22	0		22						22	
23			23						23	
24	34,360	60,472	24			<b>TOTAL REQUIREMENTS</b>	<b>59,771</b>	<b>59,771</b>	<b>0</b>	24
25			25						25	
26			26						26	
27			27						27	
28			28						28	
29			29						29	
30	84,290	90,980	30	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>			114,965	114,965		30
31	<b>118,650</b>	<b>151,452</b>	31	<b>TOTAL REQUIREMENTS</b>			<b>174,736</b>	<b>174,736</b>	<b>0</b>	31

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

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

**FORM  
LB-11**

This fund is authorized and established by 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**

Year this reserve fund will be reviewed to be continued/abolished.  
Date can not be more than 10 years after establishment.  
Review Year: \_\_\_\_\_

**SYSTEM DEVELOPMENT CHARGE FUND  
(Fund)**

Wickiup Water District  
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023						
Actual		Adopted Budget Year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
Second Preceding Year 2019-2020	First Preceding Year 2020-2021									
1			1	RESOURCES			1			
2	198,241	134,131	2	Cash on hand * (cash basis), or Columbia Bank (1063)	90,837	90,837	2			
3			3	Working Capital (accrual basis)			3			
4			4	Previously levied taxes estimated to be received			4			
5	59	60	5	Interest	60	60	5			
6			6	Transferred IN, from General Fund:			6			
7	21,210	24,960	7	System Development Charge (\$4,242)	21,210	21,210	7			
8			8				8			
9			9				9			
10	219,510	159,151	10	Total Resources, except taxes to be levied	112,107	112,107	10			
11			11	Taxes estimated to be received	0	0	11			
12			12	Taxes collected in year levied			12			
13	<b>219,510</b>	<b>159,151</b>	13	<b>TOTAL RESOURCES</b>	<b>112,107</b>	<b>112,107</b>	<b>0</b>	13		
14			14	REQUIREMENTS **				14		
15			15	Org. Unit or Prog. & Activity	Object Classification	Detail		15		
16		100,000	16	Maintenance	Capital Outlay	System Development/Bore TT Larson		16		
17			17	Maintenance	Capital Outlay	One-Half of cost for flow meters and transducers for Ivy Station	30,000	30,000	17	
18			18					18		
19			19					19		
21			21					21		
22			22					22		
25			25					25		
27			27					27		
28			28					28		
29	0	0	29	Ending Balance (prior years)				29		
30	219,510	162,400	30	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>			82,107	82,107	30	
31	<b>219,510</b>	<b>162,440</b>	31	<b>TOTAL REQUIREMENTS</b>			<b>112,107</b>	<b>112,107</b>	<b>0</b>	31

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

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

**FORM  
LB-11**

This fund is authorized and established by Resolution 2011-01, 2012-01, & June 13, 2018, dated 06/08/11, 06/13/2012 & 06/13/18 respectively for the upkeep of the Little Creek Reservoir

**RESERVE FUND  
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued/abolished.  
Date can not be more than 10 years after establishment.  
Review Year: \_\_\_\_\_

**MAINTENANCE PROGRAM  
(Fund)**

Wickiup Water District  
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023							
Actual		Adopted Budget Year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body					
Second Preceding Year 2019-2020	First Preceding Year 2020-2021										
1			1	RESOURCES			1				
2	24,009	24,009	2	Cash on hand * (cash basis), or US Bank			2				
3			3	Working Capital (accrual basis)			3				
4			4	Previously levied taxes estimated to be received			4				
5			5	Interest			5				
6			6	Transferred IN, from other funds:			6				
7			7	Maintenance Plan #1 (Little Creek)			7				
8			8	Maintenance Plan #2			8				
9			9				9				
10	24,009	24,009	10	Total Resources, except taxes to be levied			10				
11			11	Taxes estimated to be received			11				
12			12	Taxes collected in year levied			12				
13	<b>24,009</b>	<b>24,009</b>	<b>0</b>	13	<b>TOTAL RESOURCES</b>			<b>0</b>			
14				14	REQUIREMENTS **						
15				15	Org. Unit or Prog. & Activity	Object Classification	Detail		15		
16				16	Maintenance	Capital Outlay	Little Creek Reservoir		16		
17				17	Maintenance	Capital Outlay	Distribution System		17		
18				18					18		
19		24,009		19	General Fund	Maintenance	Transfer to General Fund		19		
21				21					21		
22				22					22		
25				25					25		
27				27					27		
28				28					28		
29	24,009	24,009		29	<b>TOTAL REQUIREMENTS</b>				29		
30				30					30		
31	<b>24,009</b>	<b>0</b>	<b>0</b>	31	<b>TOTAL TRANSFERRED TO GENERAL FUND</b>			<b>0</b>	<b>0</b>	<b>0</b>	31

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

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

**SPECIAL FUND  
RESOURCES AND REQUIREMENTS**

DISTRIBUTION SYSTEM IMPROVEMENTS  
(Fund)

Wickiup Water District  
(Name of Municipal Corporation)

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-2022					
	Actual		Adopted Budget Year 2020-2021		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
	Second Preceding Year 2018-2019	First Preceding Year 2019-2020								
1			1	RESOURCES				1		
2	18,656		2	Beginning Balance				2		
3			3	Working Capital (accrual basis)				3		
4			4	Previously levied taxes estimated to be received				4		
5			5	Interest				5		
6			6	Transferred IN, from other funds:				6		
7			7					7		
8			8					8		
9			9					9		
10	18,656		10	Total Resources, except taxes to be levied				10		
11			11	Taxes estimated to be received				11		
12			12	Taxes collected in year levied				12		
13	<b>18,656</b>	<b>0</b>	<b>0</b>	<b>TOTAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13</b>		
14				REQUIREMENTS **				14		
15			15	Org. Unit or Prog. & Activity	Object Classification	Detail		15		
16			16					16		
17			17					17		
18			18					18		
19			19					19		
21			21					21		
25			25					25		
26			26					26		
27			27					27		
28			28					28		
29	18,656	0		TOTAL REQUIREMENTS			0	0	0	29
30				RESERVED FOR FUTURE EXPENDITURES			0	0	0	30
31	<b>18,656</b>	<b>0</b>	<b>0</b>	<b>TOTAL REQUIREMENTS</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>31</b>

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