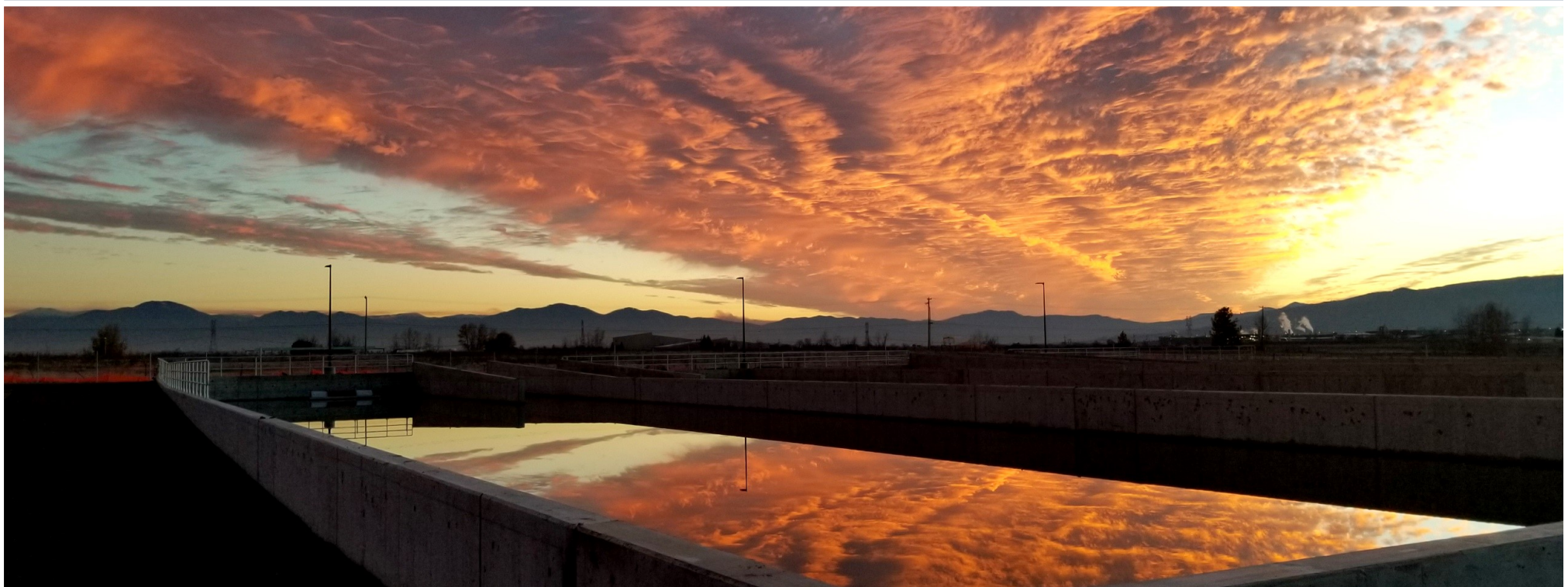


# MEDFORD WATER COMMISSION ADOPTED BUDGET

FISCAL YEAR JULY 1, 2021 – JUNE 30, 2022



A COMPONENT UNIT OF THE  
CITY OF MEDFORD, OREGON

APPROVED JUNE 2, 2021





**MEDFORD WATER**

## **Fiscal Year 2021-22 Adopted Budget**

### **BOARD OF WATER COMMISSIONERS**

Jason Anderson, Chair  
Bob Strosser, Vice Chair  
John Dailey  
Michael Smith  
Daniel Bunn

### **GENERAL MANAGER**

Brad Taylor

### **MANAGEMENT TEAM**

Tessa DeLine  
Tanya Haakinson  
Ken Johnson  
Benjamin Klayman  
Lester McFall  
Brian Runyen  
Kris Stitt

*Cover Photo by Andy Huffman*

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# Our Vision

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To be the Rogue Valley's trusted municipal water provider for present and future generations; through responsible stewardship, accountability, and the pursuit of excellence.



MEDFORD WATER

# Our Values

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**WORTH. To our community.**

We build strong relationships through open communication.

**ACCOUNTABILITY.**

**In everything we do.**

Public health is our number one priority.

**TRUST.**

We strive to earn it.

**EXCELLENCE.**

**In water quality, customer service, and reliability.** We bring forward-thinking solutions to challenges.

**RESPECT. For everyone.**

# Our Mission

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To safeguard public health by providing a reliable, high-quality water supply at the best value.

*GFOA established the Distinguished Budget Presentation Awards Program (Budget Awards Program) in 1984 to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting and then to recognize individual governments that succeed in achieving that goal.*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

## *Distinguished Budget Presentation Award*

PRESENTED TO

**Medford Water Commission  
Oregon**

For the Fiscal Year Beginning

**July 01, 2020**

*Christopher P. Morill*

Executive Director

*Over 1600 governments, including states, cities, counties, special districts, school districts, and more have been recognized for transparency in budgeting. To earn recognition, budget documents must meet program criteria and excel as a policy document, financial plan, operations guide, and communication tool.*



# Introduction

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# Introduction

## Transmittal Letter



June 2, 2021

To Commission Chair Jason Anderson and Medford Water Commission Board of Commissioners:

It is our pleasure to present the 2021-22 budget as approved on June 2, 2021. This budget is designed to meet the existing and emerging needs of the Medford Water Commission. It also takes into consideration the challenges of and the potential impacts of the COVID-19 pandemic, a drought year and debt funding from WIFIA and revenue bonds.

Considering the uncertain times, the budget also reflects management's recommendations on how to best accomplish the Commission's mission statement:

**To safeguard public health by providing a reliable, high-quality water supply at the best value.**

One of the key budget principles was to follow previously adopted long-term financial policies. Other principles included maintaining service levels, use of conservative revenue estimates, and the repair and maintenance of existing infrastructure as high priorities. Budget estimates were obtained by analyzing production volume, productivity, and any regulatory requirements. Staff analyzed historical data and adjusted for items that may or may not occur.

As in the past, Commission management continually strives to provide high quality drinking water to the citizens of Medford and its other customers in the most cost-effective and efficient manner.

The 2021-22 budget as adopted has been prepared with specific revenue, expense, and fund transfer targets in mind. The goal was to meet the targets as outline in the 2020 Cost of Service Study. Revenues were adjusted downward because of the COVID-19 pandemic and capital expenditures were increased as a result of the impending WIFIA funding. It is known that if cash flows decrease, spending will need to decrease in order to maintain proper cash reserves and carry over balances.

The Commission utilizes key performance indicators and benchmarks to determine the utility's financial health and measures service level targets, efficiency, quality, and effectiveness into the 2021-22 fiscal year and beyond. Water revenues/rates have steadily increased annually since the 2014-15 fiscal year.

We would like to acknowledge the dedication of staff to the Board of Commissioners and to the customers of the Medford Water Commission. This document represents the resourcefulness and expertise of management and staff. We also would like to thank the Board of Commissioners for your continuing support and thoughtful analysis of the issues facing the Commission. It is with your help that we can face the challenges and work towards a stronger financial position.

We hereby respectfully present this Medford Water Commission Adopted Budget for the 2021-22 fiscal year.



Brad Taylor - General Manager



Tessa DeLine – Finance and Administration Services Director

## Budget Message

The 2021-2022 Annual Budget was prepared by Medford Water Commission (Commission) management studying historical results and adjusting for items that had a significant impact on expenses (Payroll, Benefits, Materials, and Contract Services). Commission management was highly discouraged to budget for the “what if’s” and encouraged to budget for what is “likely” to occur. Most importantly, the Budget was prepared with the Commission’s current Mission Statement and Board Goals in mind.

The Budget is one of many steps to improving the Commission’s Financial outlook. Other steps include adequate planning for renewal and replacement of our aging infrastructure, and the annual review of the Cost of Service, Financial Policies and the Ten Year Financial Plan.

The Commission strives for consistent and defensible rates and fees, to build the required cash reserves in the Water Construction and Infrastructure Replacement Fund and maintaining reasonable levels of operating reserve contingencies. Improvement of Commission staff, resource efficiencies and workflows are continuously pursued.

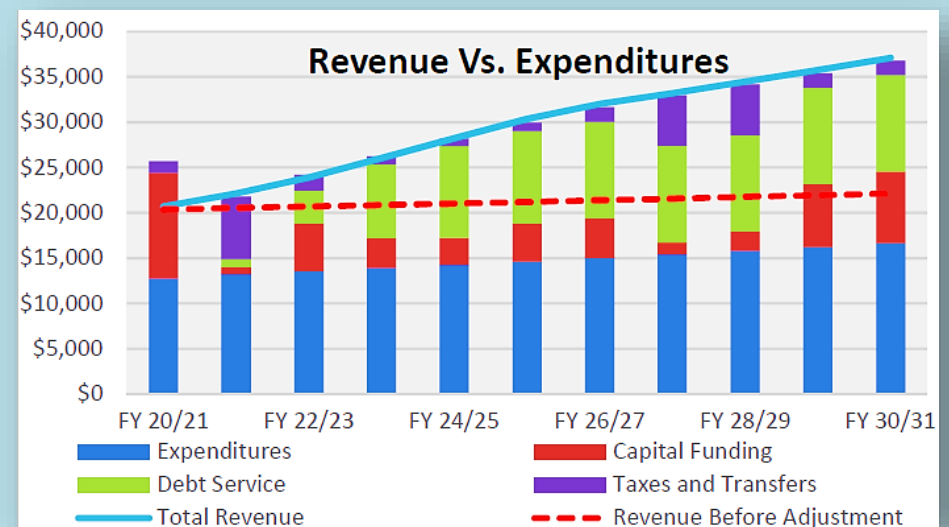
The total budget amount is \$73,091,412.

Administration/General	1,798,314
Clearing	(14,703,245)
Payroll	5,282,175
Payroll Taxes and Benefits	2,838,452
Contract Services	1,216,500
Insurance	180,597

## Key Budget Factors and Considerations

### Revenue

- Water Revenue is based upon 2020 COSA calculations and adjusted downward for COVID-19, impact of the Alameda Fire on the Partner Cities of Phoenix and Talent and likely drought conditions.
- Work Order and Fee Revenue actual amounts to be collected is unknown and highly contingent on growth and development and was adjusted downward due COVID-19 impact on local economy.
- Investment income is based on a “conservative” .6 % interest rate (LGIP) and does not include any unanticipated gains/losses on investments.





## Expenditures

- ◆ Continued focus will be on service lines, meter box lids and adjusting meter/radio positions in order to enhance the functionality of the FlexNet radio read system.
- ◆ Distribution expenses has an increase in Meter Inventory issuances by \$50K due to increased activity in the meter changeout program.
- ◆ Contract Services expense continues to decrease due to the Commission performing its own saw cutting for increased efficiency.
- ◆ Labor expense is slightly higher due to step increases, cost of living adjustments, and increased overhead costs.
- ◆ Credit Card Processing Fees have increased as a result of the highly active Invoice Cloud credit card and e-payment program.
- ◆ There are anticipated increases in various insurances including medical, dental, general liability and property.
- ◆ There will be some staff overlapping due to several retirements in the upcoming year.

## COVID-19 Response

Medford Water Commission's highest priority is keeping its employees, customers, and contractors/vendors safe and well-informed amid concerns about the spread of coronavirus (COVID-19).

COVID-19 is not transmitted through the water supply and therefore had no impact on the Commission's water sources. Presence of the virus has not been detected in drinking-water supplies, and boiling drinking water is not required as a precaution against COVID-19. The United States Environmental Protection Agency (EPA) recommends that Americans continue to drink and use tap water as usual, such as for handwashing to prevent the spread of the virus

- ◆ The Commission was able to keep up with the increased demand in water usage due to many families staying home during the pandemic.
- ◆ The Commission was able to have the majority of staff work from home during the last fiscal year, which helped to reduce the impact on daily operations. Offices remained closed to the public.
- ◆ Dependent on Oregon and Government COVID regulations, staff plans to return to work at the offices, which will re-open to the public in the summer of 2021.

## Short Term Factors and Budget Guidelines

### **Conservative, but realistic projection of revenues and expenditures**

Conservative projections help ensure that adequate resources will be able to meet budgeted obligations.

- ◆ Revenue estimates were generated using a three-year average and with the assistance of the 2020 Cost of Service Study
- ◆ Expenditures were formulated with the 2020 Cost of Service Study in mind.

### **Annual review of rates, fees, and charges**

- ◆ All are reviewed annually and adjusted as needed.
- ◆ Frequent, but moderate, increases are preferable to infrequent, but large, rate increases.

### **Employee Benefits and Payroll Taxes**

- ◆ The cost of employee benefits has increased over the past several years. PERS and health insurance costs have had an impact on rates and fees.
- ◆ Some benefits such as VEBA and payroll taxes such as Social Security and Medicare have remained unchanged for both the employer and employee.

### **Fund Balances**

- ◆ Upon adoption of the Commission's first Comprehensive Financial Management Policy in 2019, fund balance targets were recalibrated.
- ◆ In past years, the Commission has seen a decline in fund balances and is now striving to bring balances back to target levels.

### **Staffing Levels**

- ◆ The Commission is slowly increasing staffing levels to properly operate and maintain its water system.
- ◆ Staffing levels/assignments are currently being analyzed and staffing efficiencies within the organization are being sought.

### **WIFIA Loan and Revenue Bonds**

The Commission has a likelihood of obtaining a sizable loan from the Water Infrastructure Finance and Innovation Act (WIFIA) and to issue Revenue Bonds in the middle of the 2021-22 fiscal year. This funding is required for the proposed multiyear Rogue Valley Water Supply Resiliency Project that will help to provide a more resilient water supply system with improved water quality to meet the growing customer population.



# Introduction

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# Overview

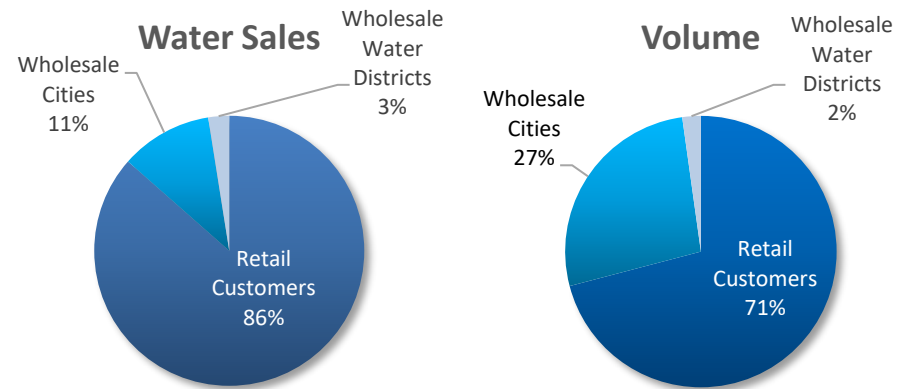
Medford Water Commission (Commission) is one of the largest water providers in the State of Oregon and located in Jackson County in the southwest part of the state. It operates and maintains the water system that delivers high-quality drinking water to approximately 136,000 Rogue Valley residents. As an autonomous agency of the City of Medford, Oregon, established through a change in the City's Charter on November 7, 1922, the water utility is governed by a five-member Board of Commissioners. The board appoints the general manager, who is authorized to direct the operations of the utility.

## Customers Served

The Commission directly serves customers in the City of Medford and the unincorporated community of White City. The self-operating cities of Central Point, Eagle Point, Jacksonville, Phoenix, Talent and Ashland are served on a surplus, wholesale basis. Additionally, two domestic water districts (Charlotte Ann Water District and Elk City Water District) purchase wholesale water, meter reading and billing services from the Commission.

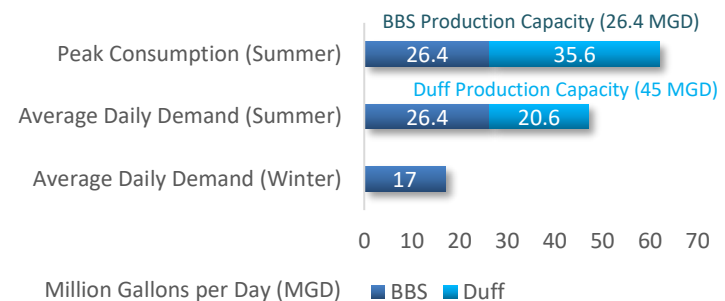
## General Statistics

- ◆ Total connections served within the Commission's distribution system: 30,802
- ◆ Customer base by service connections: 88% inside City of Medford, 11% outside City of Medford, and 1% self-operating other cities and districts
- ◆ Number of full-time employees: 63
- ◆ Number of new proposed full-time employees: 1



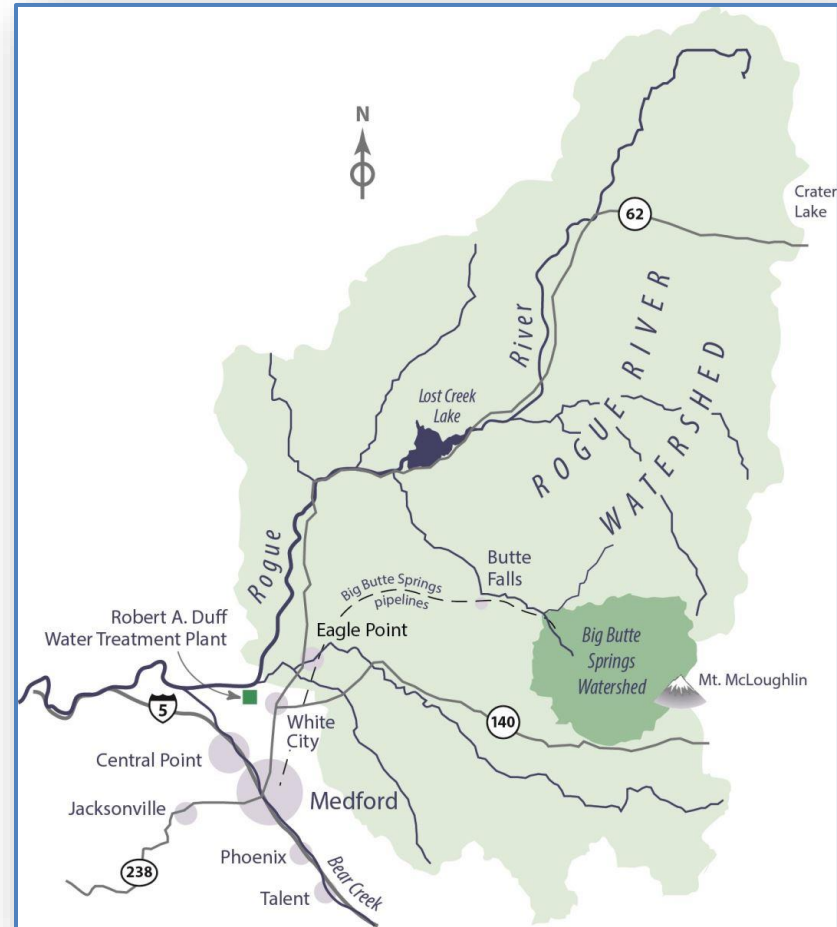
- ◆ 2 sources of water supply (Big Butte Springs & the Rogue River)
- ◆ 10 pumping zones
- ◆ 16 covered reservoirs
- ◆ 36.22 million gallons stored in reservoirs
- ◆ 9 pump stations
- ◆ 3 pressure control stations (Conrad, Martin & Rossanley)
- ◆ 2 pressure reduction stations (Coal Mine & Nichols Gap)
- ◆ 507.3 miles of pipeline (including laterals)
- ◆ 11,798 valves
- ◆ 4,523 fire hydrants

## Water Demand





Clean, abundant water comes from healthy forested watersheds.



**The Commission owns about 3,700 acres (7%) of the 56,000-acre Big Butte Springs Watershed and works actively to sustain a healthy watershed. Annual projects outlined in the Commission's Forest Management Plan involve working to reduce the risk of wild-fire, improve wild-fire resiliency, and preserve and restore an ecologically resilient forest.**





Photo by Robert Hunting

## Big Butte Springs

The Big Butte Springs (BBS) near Butte Falls have been the Commission's primary source of drinking water since 1927. Providing 26.4 MGD, the springs are one of the City of Medford's most valuable and significant resources.

The springs discharge water of remarkable quality. It is consistently cold and clear with natural chemical and physical characteristics, which place this source in a "pristine" classification. No unnatural contaminants have ever been detected in the springs' water. The water is low in turbidity and has an average temperature of 43 degrees F. It requires no filtration or treatment other than disinfection, which is accomplished with on-site chlorination. Spring flows are collected underground and never see the light of day until emerging from customers' taps.

# Facilities



**2 Offices**  
Lausmann Annex  
Service Center



**2 Treatment  
Facilities**  
Big Butte Springs  
Rogue River



**3 Pressure  
Control  
Stations**



**9 Pump  
Stations**



**14  
Reservoirs**



**470 Miles**  
of treatment &  
distribution pipelines



## Duff Water Treatment Plant

During the peak-use summer months, water from the Rogue River is used to supplement the springs supply. Treatment of this surface water supply at the Robert A. Duff Water Treatment Plant (Duff WTP) consists of coagulation, settling, filtration, and disinfection. When both sources are used during the cooler months, the water is blended within the distribution system, although some areas receive more water from one source or the other. The finished water from both supplies is very similar, with temperature being the most detectable difference.

Duff WTP uses ozone in the treatment process to disinfect and reduce unpleasant taste and odors occasionally found in the river water. High-rate multimedia filters and chlorine are primary disinfectants.

# History of Medford's Water



Medford's first ditch & piped water system from Bear Creek. Water levels were low and unclear.

Medford grew and water quality suffered. The city voted for a separate water utility from the city. Medford Water Commission was created.

Citizens voted to construct steel pipelines underground from Big Butte Springs using \$975,000 in bonds to fund the project.

1888

1908

1922

1923

1925

Agreement with Fish Lake Water Co. to transport water to town from Little Butte Creek using wooden pipes.

Medford Water Commission Obtained Big Butte Creek Water Rights.

**Medford's Million Dollar Water System**

Construction of a second water treatment plant is on the Commission's 10-year plan to prepare for future water needs of the growing Rogue Valley community.

Medford Water Commission obtained Rogue River water rights to prepare for future water needs.

The Bige Butte Springs pipeline was completed. Citizens achieved their dream of "a mountain spring in every home," (the Commission's slogan for many years.)

**Today**

**1968**

**1954**

**1951**

**1927**

The Robert A. Duff Water Treatment Plant was constructed on the Rogue River in Central Point and is used today to supplement the springs water supply.

A second Big Butte Springs pipeline was constructed, doubling the capacity of the water supply system.



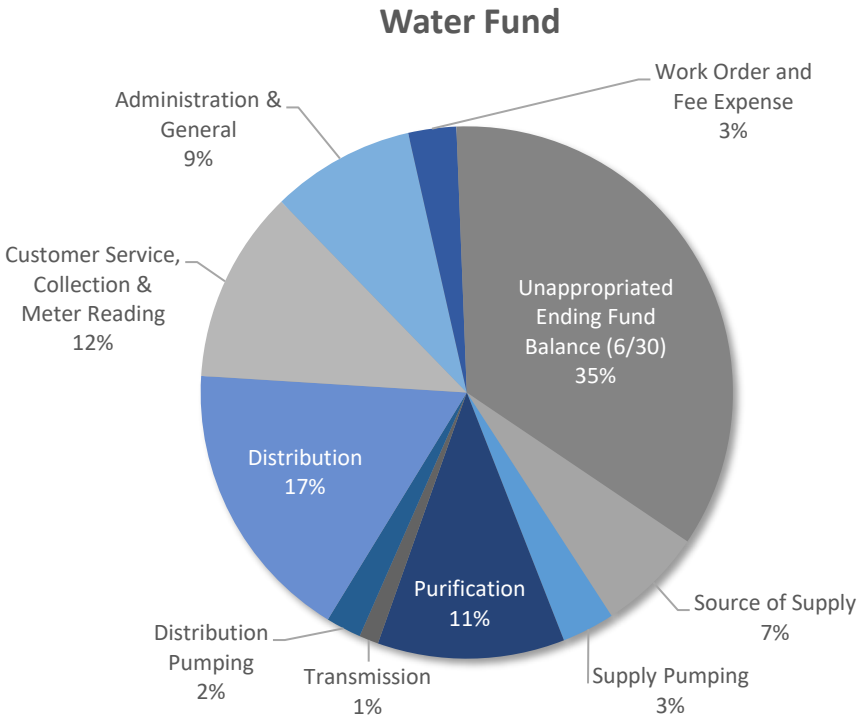
## Today's Local Economy

Medford Water Commission serves the City of Medford and a large portion of the incorporated areas within the Rogue Valley. The Rogue Valley economy revolves around timber, agriculture, manufacturing and tourism. It is centrally located along Interstate 5 between Portland, Oregon and San Francisco, California, and offers beautiful scenery, mild climate and exceptional quality of life.

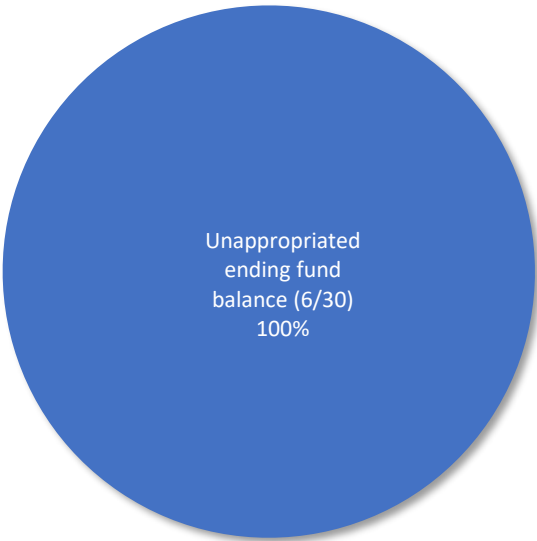
## Fund Descriptions and Structure

The budget consists of two funds during the 2021-2022 fiscal year. The **“Water Fund”** is the general fund of the Commission. The income available to the Commission, except investment revenue in the Construction and Infrastructure Replacement Fund.

The **“Construction and Infrastructure Replacement Fund”** formerly known as the Water System Construction Fund. This fund is used to fund capital projects that expand system capacity, comply with regulatory requirements or for the replacement of worn out or obsolete assets, water rights, future water supply and treatment, and vernal pool management.



**Construction & Infrastructure Replacement Fund**







# Introduction

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Introduction

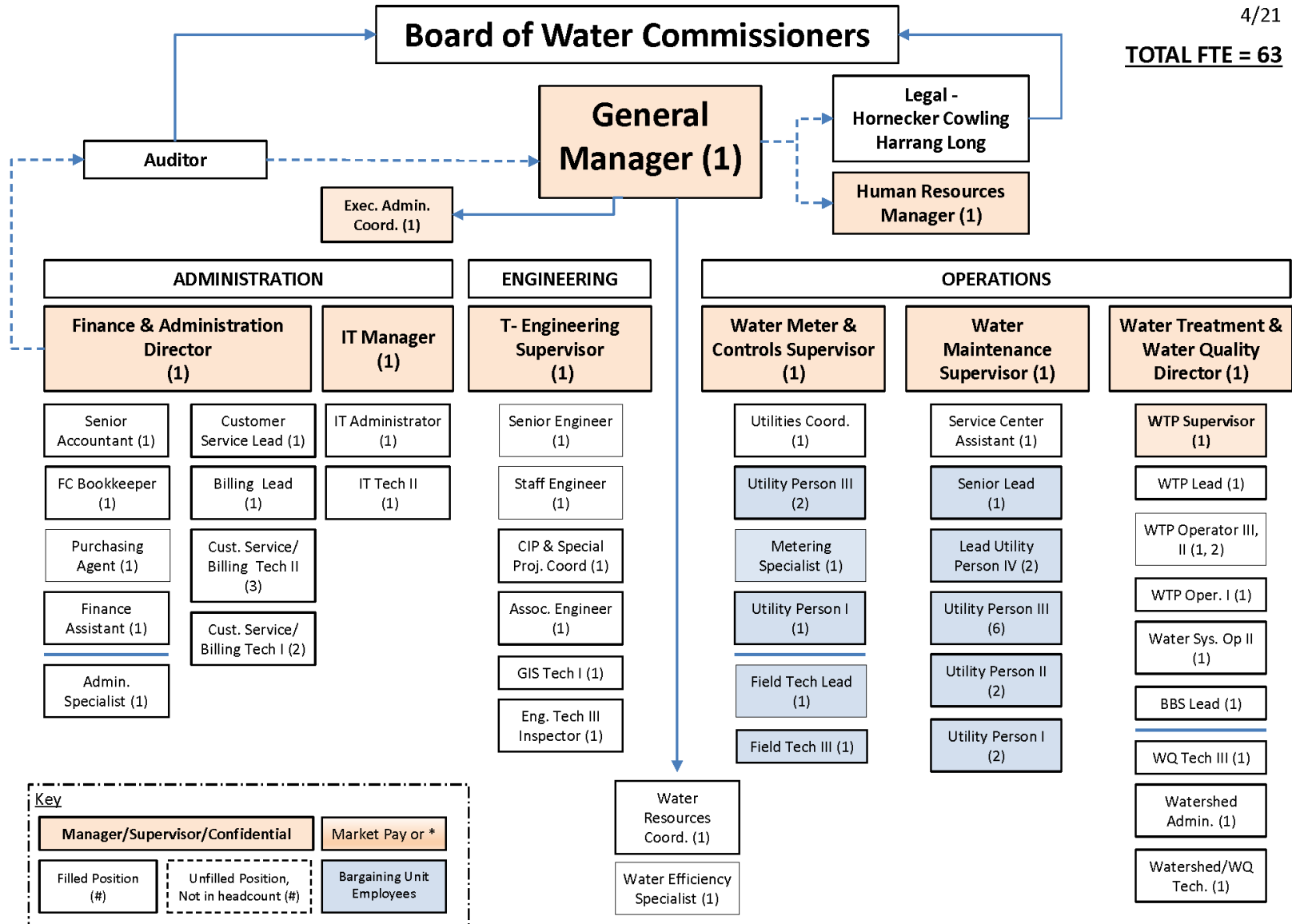
Overview

Personnel



# Personnel

## Organizational Chart



## Department Descriptions

The **General Manager (GM)** of Medford Water Commission is responsible for directing and managing all its activities as well as serving as its officer of finance, budgeting, purchasing, personnel, contract negotiations, and serves as the business agent on matters related to the sale or purchase of property. The divisions of Finance and Administrative Services, Engineering, Operations, Technology Services, Conservation and Water Treatment and Quality are under the GM. The **Human Resources Manager** is a direct report to the GM. The GM is selected by and operates under the direction of the **Board of Water Commissioners**.

The **Engineering** Division of the Commission is responsible for overseeing the planning, design, and construction management of all water system facility projects, from source to point of delivery. All development within the service area, whether public or private, usually involves water provided by the Commission. Engineering receives and reviews plans and specifications for all these developments. Engineering advises the Board of Water Commissioners on technical matters, advances in the water industry, and of government laws and regulations that will influence the operation of the system. This division also monitors water supply and demand, factors used in considering future expansion and maintenance of the water system. Maps and Records are also included in this department.

The **Finance and Administrative Services** Division includes departments such as finance, administration, customer service and utility billing departments. Finance and Administrative Services is responsible for tasks and business activities such as timely and accurate financial statements, data analytics, accounts payable, annual budgeting, risk management, cash management, payroll, administrative support, procurement, special events, utility and work order billing, public records requests, public information and excellent customer service.

The **Information Technology** Division is responsible for computer system reliability, network, software, hardware and system security.

The **Operations** Division is responsible for the construction, operation and maintenance of the Commission's water system including supply pumping, transmission, distribution, distribution pumping stations, covered reservoirs, and distribution appurtenances such as meters, hydrants, and valves. Line patrol, SCADA, meter reading and fleet management is included in operations. This division is also responsible for the operations and maintenance of facilities located at both sources of water for the Commission, Big Butte Springs and the Rogue River. Water treatment, watershed management, and water quality activities are constantly in focus.





# Financial Structure

Financial Structure and Process  
Financial Planning Policies

# Financial Structure and Process

## Basis of Budgeting and Accounting

Under ORS 294.316, municipal public utilities operating under separate commissions, are authorized under ORS 225 and city charters, and which have no ad valorem tax support, are not required to separately prepare, and adopt a budget. However, Medford Water Commission has prepared and adopted a budget for operational accountability, transparency, and control purposes.

Annual budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP), except:

- 1) Capital acquisitions are reported as capital outlay expenditures. No depreciation expense is recognized on this basis.
- 2) The effects of GASB 68 (Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27) are not recognized. The primary objective of GASB 68 is to improve accounting and financial reporting by state and local governments for pensions.

The Commission is governed by a Board of Commissioners who are appointed by the Mayor of Medford and confirmed by the Medford City Council. As a result, it is a single enterprise fund comprised of two sub-funds. Additionally, the Commission is considered a discretely presented component unit of the City of Medford in the city's basic financial statements.

### Basis of Budgeting

The basis of budgeting is the accrual method. All the Commission's six funds are budgeted using the accrual basis of accounting. Under accrual accounting, revenues are recorded at the time that they are earned, and expenses are recorded at the time liabilities are incurred.

### Accounting Basis

The basis of accounting refers to when revenues and expenditures or expenses are recorded in the accounts and reported on the financial statements. The Commission's Comprehensive Annual Financial Report shows the status of the Commission's finance in conformance with GAAP.

ACCRUAL METHOD	
REVENUE	Earned
EXPENSES	Incurred

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## Budget Process

### **Late Fall – Cost of Service Study and 10 Year Financial Plan Update**

The Commission prepares and updates the annual Cost of Service Study. The Cost of Service Study establishes water rate change recommendations for March of the following year. It also creates assumptions for the 10 Year Financial Plan and establishes high level targets for the Annual Budget.

### **January – Budget Planning**

The Commission's budget process begins each year in January where the annual Ten Year Financial Plan and Cost of Service Study is reviewed and applied toward preparing the budget. Each department sets goals and plans projects for the upcoming year and will submit estimated costs to the Finance department by March. Finance compiles all information gathered to create the proposed budget.

### **March - May - Budget Review**

Each Department and Management review the proposed budget in April and present to the Board of Water Commissioners in May. If there are any revision requests, Finance makes those changes and presents again to the Board. The Board will approve the proposed budget. Public Hearing notices are advertised to the public for a budget adoption hearing.

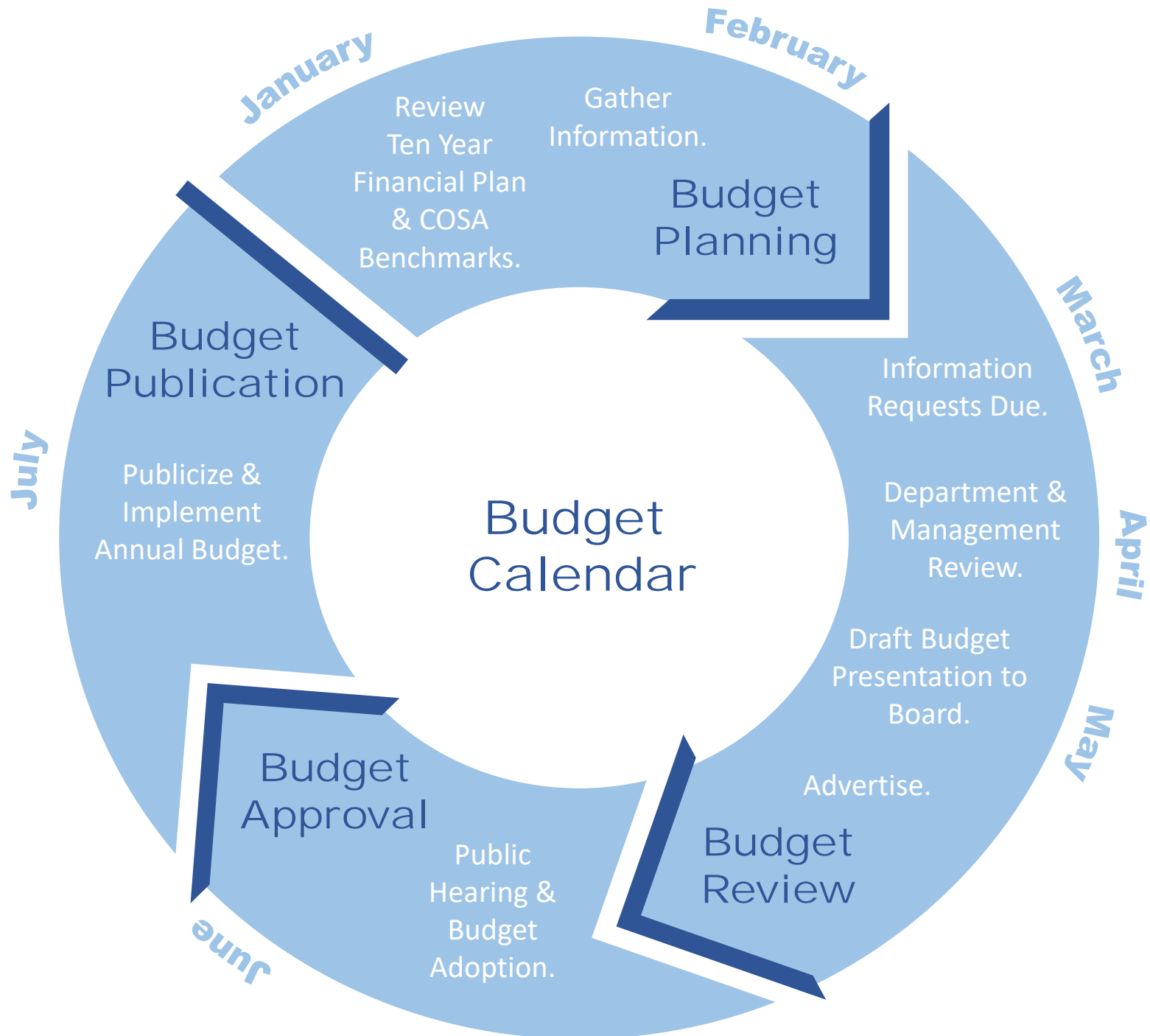
### **June - Budget Approval**

In June, the Commission holds a public hearing to adopt the budget. The Public Hearing is not required by Oregon statute, but is a preferred practice of the Commission to help promote accountability and transparency. There is an opportunity for public comment at the public hearing, which the Board discusses and considers before adoption of the budget. If there are no more revisions needed to the proposed budget, the board will approve.

### **July - Budget Publication**

The adopted budget is published on the Commission's website in July.







# Financial Structure

Financial Structure and Process  
Financial Planning Policies

# Financial Planning Policies

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## Comprehensive Financial Management Policy

The Comprehensive Financial Management Policy assembles all the financial policies of Medford Water Commission (Commission) in one document. They are the tools used to ensure the fiscal stability required to meet both immediate and long-term service objectives.

The Commission is accountable to its customers for the use of water revenue, fees, and charges. The Commission resources must be used in a manner that ensures adequate funding for operations, renewal of aging infrastructure, new infrastructure, and long-term water supply needs. The water industry is capital intensive, and the Commission is expected to provide uninterrupted service 24 hours a day, 7 days a week, 365 days a year. As one of the primary water providers within the Rogue Valley, the Commission must understand and anticipate changes in local, statewide, and national economic trends to properly engage in strategic financial and management planning.

### Objectives

To achieve its purpose, the Comprehensive Financial Management Policy has the following objectives for the Commission's fiscal performance:

- a. To guide the Board of Water Commissioners (Board) and management's policy decisions that have significant financial impact.
- b. To establish operating principles that minimize the cost of service and financial risk.
- c. To establish fair and balanced revenue policies that provide adequate funding for desired programs.
- d. To maintain appropriate financial capacity for present and future needs.
- e. To promote sound financial management by providing accurate and timely information on the Commission's financial condition.
- f. To ensure the legal use of financial resources through an effective system of internal controls.
- g. To promote cooperation and coordination with the City of Medford, other local municipalities, and water users in financing system improvements and delivering high-quality drinking water to consumers.
- h. To be the Rogue Valley's trusted municipal water provider for present and future generations; through responsible stewardship, accountability, and the pursuit of excellence.
- i. To provide transparency to the Board, Medford City Council, the Commission's customers (retail and wholesale), and Commission staff.



---

## Revenue Policies

The Revenue Policies outlined below and within the Comprehensive Financial Management Policy guides the Commission in setting rates and fees and seeking government funding to help support costs for the continuous operation and maintenance of the water supply infrastructure.

The Commission must be sensitive to the balance between the need for services and the Commission's ability to raise rates, fees and charges to support those services. The Commission will aim at developing rates that utilize contemporary and industry recognized "generally accepted" rate setting methodologies. A Cost of Service Study will be prepared as needed and its assumptions will be recalibrated and updated on an annual basis. Other rates, fees and charges will all be reviewed and recalibrated on an annual basis.

### Rates

- i. The Commission shall strive to set rates in a manner that is consistent with the principles and methodologies established by the American Water Works Association (AWWA) M1 Manual, Principles of Water Rates, Fees and Charges.
- ii. The Commission will develop a revenue requirement analysis to provide prudent and adequate funding levels for operations and maintenance (O&M) and capital projects, and in addition, will develop a ten-year financing planning model (revenue requirements) that provides prudent funding levels for O&M activities along with capital projects identified in the Commission's capital improvement planning documents.
- iii. The Commission will develop a cost allocation methodology that equitably allocates the cost of providing water service to the Commission's various types of customers.
- iv. The Commission will strive to set user rates at levels where the Commission's operating and capital expenses are met with the revenues generated from customers.
- v. The Commission will develop water rates that are cost-based and defensible using generally accepted methodologies (i.e., AWWA M1 Manual).

### Systems Development Charges (SDC's)

The Commission will strive to update its SDC's on an annual basis to update the cost-based charges for new customers connecting to, or requesting additional capacity to, the Commission's water system. By establishing cost based SDC's, the Commission attempts to have "growth pay for growth" and existing utility customers will, for the most part, be sheltered from the financial impacts of growth.

The Commission has three types of SDC's:

- i. Systemwide (Treat Plant and Transmission Expansion)
- ii. East Side High Level
- iii. Southwest High Level

### Fees and Charges

- i. The Commission shall strive to set fees in a manner that recovers the full cost of the service provided.
- ii. The Commission will analyze current and future costs when determining fees.

The Commission will prepare a methodology that captures all costs including materials, labor, and equipment



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## **Governmental Agency Resources**

### **(Funding Programs)**

In order to soften the financial impacts of various programs and projects, the Commission will approach the following, nonexclusive list of state and federal governmental agencies which may periodically offer funding programs to support the planning, predevelopment, design and construction of drinking water infrastructure projects and emergencies.

- i. U.S. Environmental Protection Agency – Drinking Water State Revolving Fund
- ii. U.S. Department of Health and Human Services
- iii. Oregon Health Authority (OHA)
- iv. U.S. Department of Agriculture Development (USDA RD)
- v. U.S. Department of Commerce Economic Development Administration (EDA)
- vi. Oregon Business Development Department (OBDD)
- vii. Federal Emergency Management Agency (FEMA)
- viii. Water Infrastructure Finance and Innovation Act (WIFIA)

---

## Operating Policies

The Operating Policies within the Commission's Comprehensive Financial Policy can be read below. These policies outline how the Commission manages expenditures and funds, as well as inventory procedures.

The Commission should accommodate both one-time and ongoing expenditures within current resources, establish and adequately fund reserves, regularly monitor, and report on budget variances, evaluate the fiscal impact of new proposals, operate as efficiently as possible, and constantly review services for appropriateness and effectiveness.

### **Operating Expenditures Should be Within Current Resource Projection**

Operating expenditures should be equal to or less than operating revenues, excluding capital expenditures. One-time resources and non-recurring ending fund balances should be applied to reserves or to fund one-time expenditures; they should not be used to fund water services.

### **Restricted Resources and Restricted Funds**

Restricted resources and restricted funds may only be used in compliance with the specific constraints that have been imposed in connection with receipt of those resources. Unrestricted resources or funds are all Commission revenues and resources that are not restricted, and may, in the discretion of the Board as exercised through adoption of a budget, be utilized in connection with any Commission projects, activities or expenditures.

### **Continual Improvement of Water Service**

The Commission will seek the efficiency and effectiveness of its water services through business process improvements, actual to budget variance analysis, and evaluation of its services with comparable utilities to reduce costs and improve service quality.

### **Cash Management**

Finance will develop, maintain, and constantly seek to improve cash management systems which ensure the accuracy and timely accounting, investment, and security of all cash assets. All cash received by the Commission is expected to be deposited within 48 hours of receipt.

### **Fixed Asset Inventories**

- i. Accurate inventories of all physical assets, their condition, life spans, and cost will be maintained to ensure proper stewardship of public property. Finance will establish policies and appropriate procedures to manage fixed assets, including establishing the threshold dollar amount for which fixed asset records are maintained.
- ii. The Commission will maintain all its assets at a level adequate to protect its capital investment and to minimize future maintenance and replacement costs.
- iii. The Commission will project its equipment replacement and maintenance needs for the next several years and will update this projection every year. From the projection a maintenance and replacement schedule will be developed and followed.
- iv. The Commission will conduct a physical inventory of capital assets on an annual basis.
- v. The Commission will conduct a physical count of parts in inventory no less than once a year. A perpetual inventory system and cycle count process will be encouraged.

### **Allocation of Overhead Costs**

Overhead costs will be allocated to determine the full cost of providing water and other services. Overhead costs will be allocated according to consistent methodology as defined by the Finance Department.

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## Balanced Budget and Preparation

- i. The Commission will annually adopt a balanced budget where planned resources equal planned requirements for the fiscal year for all the Commission's funds.
- ii. The budget is a plan for matching resources to requirements and raising and allocating resources. The objective is to maintain a reliable and excellent drinking water supply with allocated resources. Service needs must be delivered to the customers at a level that will meet real needs as efficiently and effectively as possible. The budget must be structured so that the Board and the customers can readily establish the relationship between revenues, expenditures and the achievement of service objectives. It is driven by the Cost of Service Analysis (COSA), the Ten-Year Financial Plan, the goals of the Board of Water Commissioners and various Master Plans.
- iii. The budget shall be prepared with the Commission's organizational mission statement and Board goals in mind.
- iv. The budgetary review by Commission staff and the Board will focus on the following basic concepts:
  - a. Staff Economy
  - b. System Maintenance
  - c. Capital Construction
  - d. Program Expansions
  - e. New Programs
  - f. Existing Service Costs
  - g. Administrative Costs
- v. Commission budget submissions must be prepared with the basic assumption that there may not be a substantial increase and/or a decrease to water rates and/or service fees.
- vi. It is important that adequate cash on hand be available to fund operating expenses and purchase capital assets during the fiscal year. The Commission will avoid borrowing for ongoing operational expenses and shall maintain adequate fund balances in all funds.
- vii. Finance will prepare and present the budget in such a way that it is easy to read and understand. The budget will be available on the Commission's website at [www.medfordwater.org](http://www.medfordwater.org).

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## Debt Issuance and Debt Management Policy


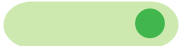


The Commission currently has no long-term or short-term debt, although the utility is in the process of obtaining debt funding for the Rogue Valley Water Resiliency Project (made up 4 different projects). Debt incurred for these projects would be from a combination of a Water Infrastructure Finance and Innovation Act (WIFIA) loan and Revenue Bonds. Read below for the Commission's policy on Debt Issuance and Management.

- a. The Commission, during normal operations, may need to issue long-term debt to fund certain capital improvements. The establishment of policies related to debt issuance and debt management are intended to minimize the overall long-term costs of the Commission and utilize long-term debt to the benefit of the Commission's customers.
- b. The Commission will confine long-term borrowing to capital improvements or projects that cannot be financed from current rates and revenues (including anticipated rate increases) except where approved justification is provided.
- c. The Commission may find that short term debt or a line of credit to be necessary. It is the Commission's desire that short term debt should not be used for the normal course of business.
- d. When the Commission finances capital improvements or other projects by issuing bonds or entering capital leases, it will repay its debt within a period not to exceed the useful life of the asset or project.
- e. The Commission will maintain regular and good communication with the bond rating agencies about its financial condition and will provide requested information in a timely manner. The Commission will follow a policy of full disclosure and transparency on every financial report and in Official Statements related to bond issues.

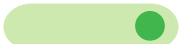
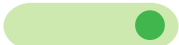

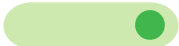


## Financial Policy Benchmarks

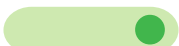

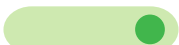
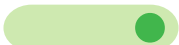
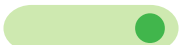
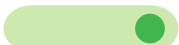
### Financial Planning Policies

<b>Ten Year Financial Plan</b>		Ten Year Financial Plan is updated on an annual basis.
<b>Water Fund</b>		Exceeds target balance of 20% of annual budgeted revenue.
<b>Water Construction Fund</b>		Fund Target Balance to be determined.
<b>Rate Stabilization Fund</b>		Fund not established.

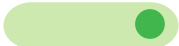

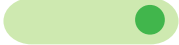
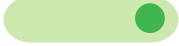
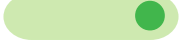

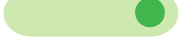
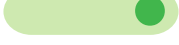
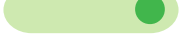
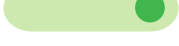
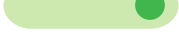
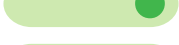
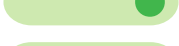
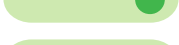
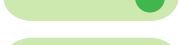

### Revenue Policies

<b>Rates</b>		Cost allocation methodology & calculation consistent with policies of AWWA's M1 Manual. Cost based & defensible.
<b>Systems Development Charges</b>		Methodology and calculations updated on annual basis.
<b>Fees and Charges</b>		Recovers full cost of service provided. Analyzed & calculated on annual basis.
<b>Agencies with Resources</b>		List of governmental agencies who provide potential grants and low income loans is updated on annual basis.

### Operating Policies

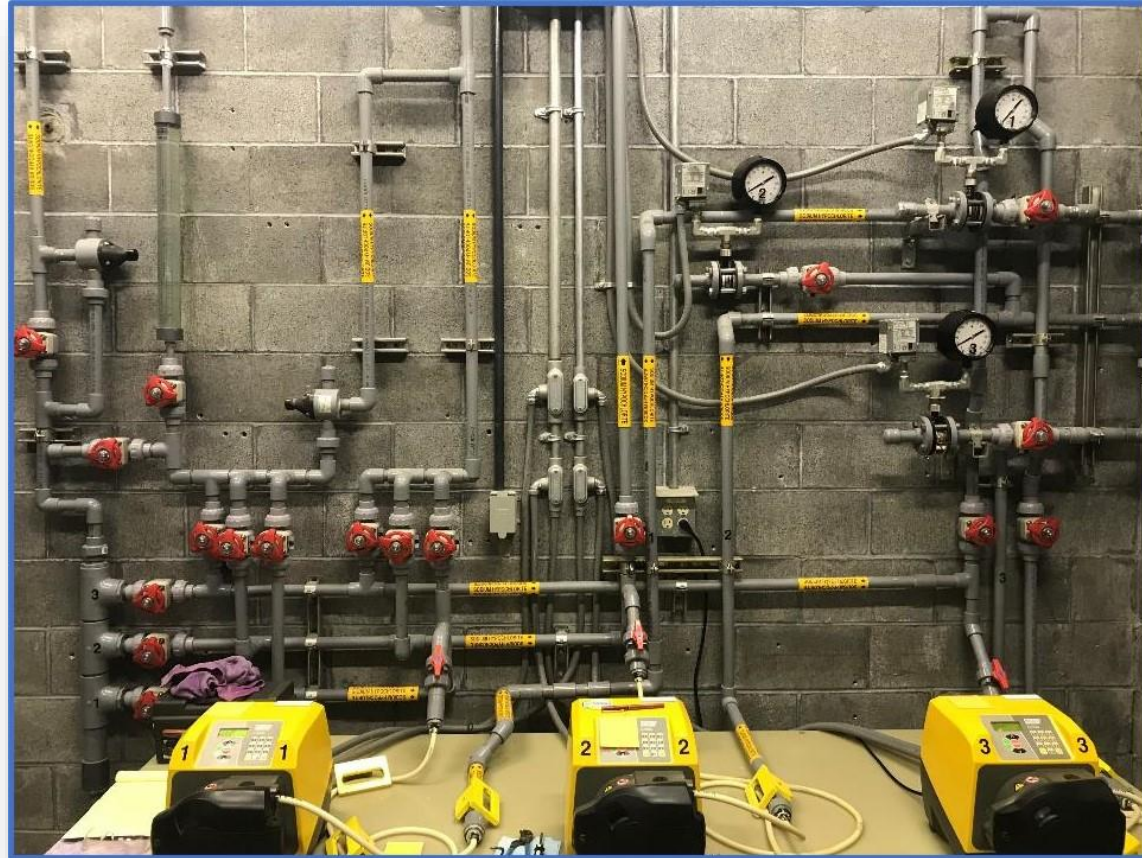
<b>Operating Expenditures Should be within Current Resource Projection</b>		Operating Expenditures are within current resource projection.
<b>Restricted Resources and Restricted Funds</b>		Commission is in compliance with specific requirements.
<b>Continual Improvement of Water Services</b>		Business processes are continually updated and budget variance analysis updated on a monthly basis.
<b>Cash Management</b>		Commission follows policies that are in place. Cash reconciliations completed on a daily and monthly basis.
<b>Fixed Asset Inventories</b>		Capital assets are inventoried on an annual basis. Physical counts of inventory parts on a semiannual basis.
<b>Allocation of Overhead Costs</b>		Overhead costs allocated on an annual basis.

## General Budget Policies

<b>Balanced Budget Presentation</b>		Balanced budget for all funds prepared on an annual basis.
<b>Resources Greater than Budget Estimates</b>		No transfers are expected to be incurred in 2021-22 fiscal year.
<b>Public Hearings</b>		Commission holds public hearing for the budget on annual basis.
<b>Overhead Allocation</b>		Overhead allocation calculated in conjunction with the annual budget.
<b>Examination of the Existing Budget</b>		Through out the year, management looks for efficiencies and identifies services that are valued less than cost.
<b>Water Services to Keep Pace with Needs of the Commission's Customers</b>		No decrease in service levels in the 2021-22 fiscal year.
<b>Maintenance of Quality Water Service Programs</b>		Continuance of quality programs in the 2021-22 fiscal year.
<b>Maintenance of Existing Services vs. Addition or Enhanced Service Needs</b>		Service quality is maintained and inflationary factor included in many items within the Annual and Capital Budgets.
<b>Budget Monitoring</b>		Management responsible for formulation, monitoring and administration of the Annual and Capital Budgets.
<b>Performance Budgeting</b>		Trends, metrics, and performance measures are completed on a monthly, quarterly and annual basis.
<b>Distinguished Budget Presentation</b>		The 2019-2020 will be the first submission to GFOA for the Commission.
<b>Capital Improvement Budget Policies</b>		Ten year plan is updated annually in conjunction with the expense budget.
<b>Agenda Memorandum Review</b>		Commission agenda items are reviewed and commented by Finance for fiscal impacts.
<b>Accounting, Auditing, &amp; Financial Records</b>		A comprehensive annual financial report is prepared annually & submitted to GFOA for review and award.
<b>Debt Issuance &amp; Debt Management Policy</b>		Commission currently has no short or long term debt.
<b>Financial Ratios and Key Indicators</b>		Current Ratio, Age of System, Cash on Hand & Days Sales Outstanding calculated on a monthly & quarterly basis.

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Protecting public health one water molecule at a time.



**While the Commission's two water sources do not contain lead, it can still leach into water over time through corrosion. The Commission's Water Quality Improvement Plan aims to reduce this risk with sodium hydroxide. When dissolved in water, it breaks down into sodium (found in table salt) and hydroxide ions (found in all water). The design and construction of facilities to enable these new water quality improvements is currently underway.**



# **Budget Expenses**

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Fund Balances & Revenue  
Water Fund Budget Resources  
& Requirements  
Water Fund Expense Categories



**MEDFORD WATER COMMISSION  
WATER FUND  
SCHEDULE OF BUDGETED AND ACTUAL RESOURCES AND REQUIREMENTS**

<b>ACTUAL 2018 - 19</b>	<b>ACTUAL 2019 - 20</b>	<b>ESTIMATED 2020-21</b>	<b>BUDGET 2020-21</b>		<b>BUDGET 2021-22</b>
				<b>RESOURCES</b>	
				<b>Operating/non operating resources:</b>	
17,794,082	17,866,243	19,500,000	18,750,000	Water Revenue	20,000,000
984,642	718,644	550,000	500,000	Work Order and Fee Revenue	700,000
193,003	240,288	85,000	75,000	Investment Income	75,000
1,270,940	1,184,139	1,100,000	750,000	System Development Charges	1,000,000
683,598	873,050	-	-	Forest Product Revenue	700,000
-	-	-	-	Debt Proceeds	12,000,000
12,943	28,765	-	-	Grant Revenue	-
109,061	106,164	190,000	75,000	Miscellaneous Income	85,000
<b>21,048,269</b>	<b>21,017,293</b>	<b>21,425,000</b>	<b>20,150,000</b>	<b>Total resources from operations</b>	<b>34,560,000</b>
-	-	-	-	Transfers In	-
8,612,018	10,106,646	10,038,372	9,183,524	Beginning fund balance available for appropriation (7/1)	8,816,681
<b>\$ 29,660,287</b>	<b>\$ 31,123,939</b>	<b>\$ 31,463,372</b>	<b>\$ 29,333,524</b>	<b>Total resources</b>	<b>\$ 43,376,681</b>
				<b>REQUIREMENTS</b>	
				<b>Operating requirements:</b>	
1,064,068	1,232,315	736,756	789,356	Source of Supply	1,317,291
525,007	541,434	674,848	586,480	Supply Pumping	660,890
1,772,491	1,856,691	1,856,691	2,048,143	Purification	2,340,048
207,502	266,193	254,866	286,889	Transmission	241,833
296,229	365,774	399,896	382,210	Distribution Pumping	442,106
2,286,748	2,628,013	3,161,655	3,314,911	Distribution	3,551,365
2,041,807	2,070,458	2,372,947	2,499,145	Customer Service, Collection & Meter Reading	2,415,001
2,063,140	2,278,223	1,802,464	1,954,528	Administration & General	1,798,314
693,141	579,580	510,000	450,000	Work Order and Fee Expense	600,000
<b>10,950,133</b>	<b>11,818,680</b>	<b>11,770,123</b>	<b>12,311,662</b>	<b>Total operating requirements</b>	<b>13,366,847</b>
5,694,475	7,090,651	8,601,568	9,000,000	Capital Expenditures	18,193,000
-	-	-	250,000	Operating Contingency Reserve	250,000
3,275,000	2,176,236	2,275,000	3,000,000	Transfers Out	5,000,000
<b>8,969,475</b>	<b>9,266,887</b>	<b>10,876,568</b>	<b>12,250,000</b>	<b>Total nonoperating requirements</b>	<b>23,443,000</b>
20,592,103	21,085,567	22,646,691	24,561,662	Total before ending fund balance	36,809,847
10,106,646	10,038,372	8,816,681	4,771,862	Unappropriated ending fund balance (6/30)	6,566,833
<b>\$ 29,660,287</b>	<b>\$ 31,123,939</b>	<b>\$ 31,463,372</b>	<b>\$ 29,333,524</b>	<b>Total requirements</b>	<b>\$ 43,376,681</b>

**MEDFORD WATER COMMISSION  
CONSTRUCTION AND INFRASTRUCTURE REPLACEMENT FUND  
SCHEDULE OF BUDGETED AND ACTUAL RESOURCES AND REQUIREMENTS**

<b>ACTUAL 2018-19</b>	<b>ACTUAL 2019-20</b>	<b>ESTIMATED 2020-21</b>	<b>BUDGET 2020-21</b>		<b>BUDGET 2021 -22</b>
				<b>RESOURCES</b>	
				<b>Operating/non operating resources:</b>	
59,002	107,216	350,000	335,269	Investment income	250,000
2,000,000	1,000,000	18,835,629	18,317,500	Transfer in from other funds	5,000,000
2,109,100	4,168,102	5,279,102	5,279,102	Beginning fund balance available for appropriation (7/1)	24,464,731
<b>\$ 4,168,102</b>	<b>\$ 5,275,318</b>	<b>\$ 24,464,731</b>	<b>\$ 23,931,871</b>	<b>Total resources</b>	<b>\$ 29,714,731</b>
				<b>REQUIREMENTS</b>	
-	-	-	-	Transfer out to Water Fund	-
4,168,102	5,275,318	24,464,731	23,931,871	Unappropriated ending fund balance (6/30)	29,714,731
<b>\$ 4,168,102</b>	<b>\$ 5,275,318</b>	<b>\$ 24,464,731</b>	<b>\$ 23,931,871</b>	<b>Total requirements</b>	<b>\$ 29,714,731</b>



# **Budget Expenses**

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Fund Balances & Revenue  
Water Fund Budget Resources  
& Requirements  
Water Fund Expense Categories

# Water Fund Budget Resources and Requirements

## Water Fund Budget Resources

### Beginning Fund Balance

- ◆ Unappropriated ending fund balance of the previous year

### Water Revenue

- ◆ Retail & wholesale water sales
- ◆ Estimated utilizing the Cost of Service Study rate model, historical trends & conservative approach

### Work Order & Fee Revenue

- ◆ New service connections
- ◆ Private engineering projects
- ◆ Hydrants & air valves

### Investment Income

- ◆ Interest & gains on investments
- ◆ Local Government Investment tool rate

### Systems Development Charges (SDCs)

- ◆ New customers in the Eastside & Southwest High-Level
- ◆ System-wide SDC supports the Water Treatment Plant & large transmission facilities

### Forest Product Revenue

- ◆ Timber sales in the Big Butte Springs Watershed

### Grants

- ◆ Oregon Water Resources Department
- ◆ Oregon Health Authority

### Miscellaneous Income

- ◆ Sale of scrap metal, meters, miscellaneous, etc.



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## Water Fund Budget Requirements

Requirements include operating requirements, capital outlay, franchise taxes, amortization expense, and ending fund balance. Operation and maintenance programs are flexible and relate directly to the number of customers and the level of service provided. Some preventive maintenance programs can be postponed until a later date, however, postponing them indefinitely ultimately results in lower standards of service. It is in the area of capital expenditures where goals to be reached are most meaningful. It is important to budget major capital expenditures many years in advance to properly plan projects and develop methods of financing.

### Operating Requirements

- ◆ New customers, inflation on labor, materials, and equipment costs
- ◆ Affected by production at the Rogue River
- ◆ New regulations by the Safe Drinking Water Act
- ◆ Employee cost-of-living salary adjustment not provided in budget

#### Programs:

- ◆ Big Butte Springs & Rogue River watershed management
- ◆ Timber management
- ◆ Public information

### Franchise Tax

Water service and fire protection provided to the City of Medford outlined through an IGA and offset by a franchise tax. This results in no charge to the city.

#### Fire protection service to City:

- ◆ Fire hydrants
- ◆ Oversizing water mains for fire flows in excess of normal system demands
- ◆ Water mains used exclusively for fire protection
- ◆ Reserve storage utilized for fire protection

### Capital Expenditures

- ◆ Estimated capital expenditures

### Transfer to Construction & Infrastructure Fund

- ◆ Water Rights, Treatment and Supply, Main Replacement and to bring fund balance to proper levels.

### Operating Contingency Reserve

- ◆ \$250,000 set aside to cover emergencies and unforeseen expenses

### Unappropriated Ending Fund Balance

- ◆ Unappropriated ending fund balance of the previous year using resources less requirements

## Operating Requirements

### Source of Supply Expenses

Operation, management & maintenance of water supplies - The objective for watershed operation is to produce high quality water with quantities sufficient to operate the Big Butte Springs transmission mains at optimum capacity.

- ◆ Big Butte Springs & Rogue River watersheds
- ◆ Willow Creek Dam and grounds
- ◆ Water & stream gauge measuring facilities
- ◆ Intake facilities & structures
- ◆ BBS patrol house & related improvements

The Commission's Drinking Water Protection Plan and Forest Management Plan guides resource activities on watershed lands. The U.S. Forest Service cooperates with drinking water protection efforts throughout federal lands.

### Supply Pumping Expenses

Pumping water between reduced pressure zones and gravity zones within the water system - The objective is to operate and maintain the facilities in an efficient manner while providing the optimum degree of reliability.

#### Control equipment and electrical expenses at:

- ◆ Big Butte Springs
- ◆ Rogue River Intake
- ◆ Robert A. Duff Water Treatment Plant
- ◆ The Conrad, Martin and Rossanley Pressure Control Stations transfer water from the reduced pressure zone near the Rogue River source into the main gravity distribution system when the Plant is in operation. The inverse occurs when the Plant is offline during the winter months.

**The Big Butte Springs Watershed** is 56,000-acres at the base of Mt. McLoughlin in the Cascade Mountains east of Butte Falls. The Commission owns approximately 3,700 acres of these lands, private ownership accounts for 10,000 acres, with the balance in federal ownership. The management objective for watershed operation is to produce high quality water for Medford residents with quantities sufficient to operate the Big Butte Springs transmission mains at optimum capacity. Commission-owned land carries with it responsibilities for fire protection and management of timber resources. The operator living in the Commission's residence at the springs provides surveillance of the watershed for fire protection, trespass and water quality control.

The Commission is required to pay a portion of the cost of maintaining continual measurement and recording of water yield and water use in the area. Watershed property taxes are on Commission-owned lands that carry life estate agreements with the current tenants/owners. The maintenance of the Big Butte Springs and Rogue intake structures is a continuing process that involves preventive maintenance and repair as required.

**The Willow Creek Dam** owned by the Medford Water Commission stores water that is exchanged with Eagle Point Irrigation District during periods when the Commission is utilizing more water from the springs than the agreed upon split of water rights measured on the South Fork of Big Butte Creek.

The Commission owns approximately 920 acres of land within and around Willow Lake. The land is leased to Jackson County for recreational purposes. The Commission retains control of the water level in the reservoir, the dam and related appurtenances.

## Purification Expenses

Operation and maintenance of disinfection facilities - The objective is to provide for purification for both water supplies to meet federal and state standards. Labor is the largest expense in this cost category.

**Big Butte Springs supply** - operation, preventive maintenance and surveillance must be provided 7 days per week since the natural water source at the springs will not meet state and federal standards without minimal disinfection.

- ◆ Labor - Big Butte Springs Operator
- ◆ Chemicals - bulk hypochlorite
- ◆ Electrical power

**Duff Water Treatment Plant** - supplements the spring's source and usually from April into October depending on weather and system demand. During peak water-demand months, continuous 24-hour operation is required.

- ◆ Labor - Water Treatment Plant Director, Water Treatment Plant Supervisor, 5 full time Water Treatment Plant Operators, 1 Water System Operator, 1 BBS Lead
- ◆ Chemicals - bulk hypochlorite, coagulants, carbon dioxide, polymers and liquid oxygen

### **Water Quality & Compliance** -

- ◆ Labor - Water Quality Director, 2 Water Quality Technicians
- ◆ Temp Labor - Hydrant Flushing
- ◆ Chemical
- ◆ Investigative and microbiological analysis
- ◆ Vehicle Expense

## Transmission Expenses

Operation and maintenance of the transmission mains - The objective is to operate these pipelines to provide system reliability. Labor is the largest expense.

The transmission mains are regularly patrolled, which ensure preventive maintenance on the pipelines, roads, and structures. It also prevents encroachment on pipeline easements.

- ◆ 2 Big Butte Springs transmission mains from the Big Butte Springs east of Butte Falls to the Capital Hill Reservoirs in Medford
- ◆ Structure at Nichols Gap
- ◆ Coal Mine Station
- ◆ Rogue Supply transmission mains
- ◆ Any main over 27" in the distribution system

**Cathodic Protection** - system used on the Big Butte Springs steel transmission mains to inhibit corrosion of the pipelines. Electrical power is used for the rectifiers, which impose a small direct current on the pipelines, preventing electro-chemical corrosion. Sacrificial anode beds are also installed in carefully selected locations along the lines.

The operation and maintenance costs of the cathodic protection system are significant, however, utilizing cathodic protection on the 91-year-old Big Butte Springs Transmission Line #1 has reduced the leak frequency below that experienced decades ago. The 68-year-old Line #2 also has a cathodic protection system.

## Distribution Pumping Expenses

Operation and maintenance of the distribution pumping stations utilized to pump water to water storage reservoirs in the higher elevation zones within the water system. - Reliability of service through these booster stations is extremely important for fire protection and customer satisfaction. Electrical is the largest expense.

**9 pump/booster stations:** Angelcrest, Archer, Barneburg, Brookdale, Hillcrest, Lone Pine, Pierce Heights, Stanford and Stardust

Pumping stations & properties are maintained in a manner compatible with the surrounding areas and neighborhoods.

## Distribution Expenses

Distribute water to the place of use in adequate quantities with adequate pressure to provide for customer needs, including fire protection - The objective of the distribution system to maintain the quality of water to the point of use. Reliability and continuity of service are extremely important for fire protection and overall customer satisfaction.

- ◆ 14 covered reservoirs
- ◆ 480 miles of water mains
- ◆ 11,798 air valves
- ◆ 4,523 fire hydrants
- ◆ service lines
- ◆ water meters
- ◆ drinking fountains
- ◆ supervisory control equipment

## Customer Service, Collection & Meter Reading Expenses

Provide an accurate, rapid and up to date billing service for our customers - It is the objective of this operation to provide a high standard of prompt, courteous and accurate water service to the customer.

- ◆ opening new accounts
- ◆ answering customer inquiries
- ◆ meter reading
- ◆ processing bill payments
- ◆ making collection calls
- ◆ providing face to face over the counter availability to the customer

## Administration & General Expenses

Management, finance, administration, engineering, legal and recording services, quarterly newsletter, annual water quality report (CCR), website, conservation programs, customer relations, employee insurance, training, the annual audit, Board expenses, office maintenance, supplies, personnel expenses, public outreach, and general operations of the Commission.

- ◆ Duff Water Treatment Plant (Home/Clearing Account)
- ◆ Service Center (Clearing/Home Account)
- ◆ Lausmann Annex (Home/Clearing Account)
- ◆ Engineering
- ◆ Inspection and Patrolling
- ◆ Conservation
- ◆ Public Information
- ◆ Fleet Clearing





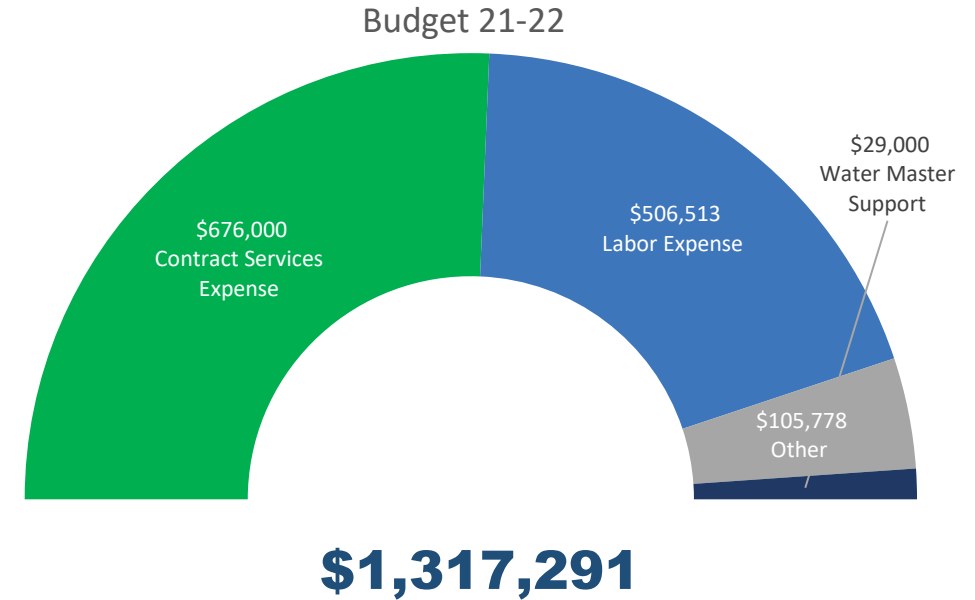
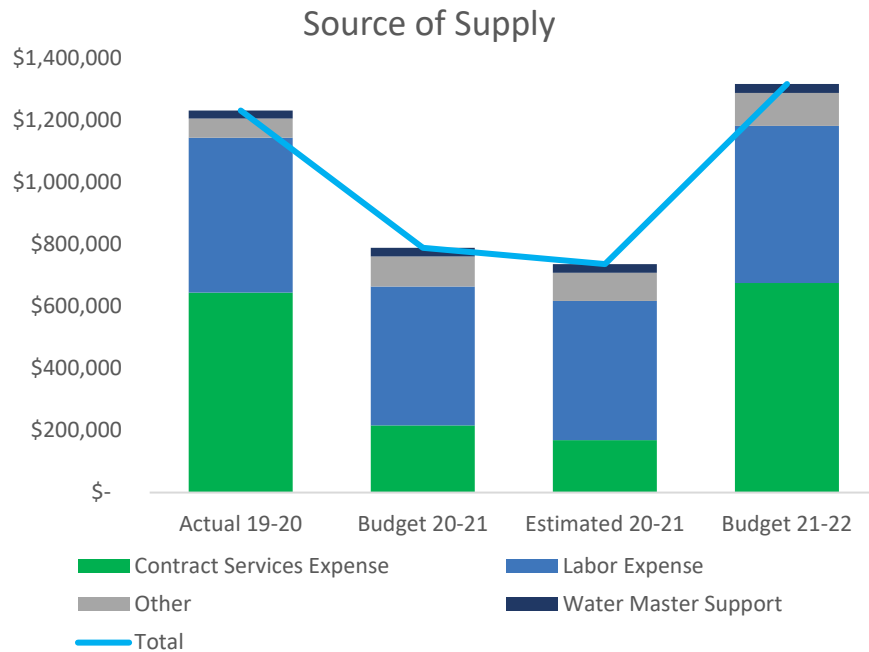
# **Budget Expenses**

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Fund Balances & Revenue  
Water Fund Budget Resources  
& Requirements  
Water Fund Expense Categories

**MEDFORD WATER COMMISSION  
Fiscal Year 2021-22  
DETAIL BUDGET - OPERATING EXPENSES**

**Source of Supply Expense Summary**



**Total Source of Supply Expense**

**Contract Services - \$676,000**

Forest Management, Divers and Dredging at RR Intake, Water Rights Assistance, Septic Tank Pumping, Pesticide and Algal Bloom Monitoring.

**Labor Expense - \$506,513**

Regular and Overtime Hours.

**Other - \$105,778**

Fire Protections, Materials and Supplies, Property Insurance, Miscellaneous, Property Taxes and Vehicle Expense.

**Water Master Support - \$29,000**

Annual Payment to the Jackson County Water Master.

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Source of Supply Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Source of Supply - Rogue River Intake</b>							<b>\$ 2,500</b>
<i>Project:</i>	<i>SS-22-110RR</i>						
01-110-6200-00	Contract Services Expense	3,735	-	12,000	2,000	2,000	
	● Intake inspection						
01-110-6490-00	Materials and Supplies	116	-	500	500	500	
<b>Source of Supply - Rogue Watershed Management</b>							<b>\$ 330,808</b>
<i>Project:</i>	<i>SS-22-111WM</i>						
01-111-6200-00	Contract Services Expense	105,426	78,341	49,000	74,000	50,000	
	● Watershed monitoring support; Diversion Maintenance; Vernal Pool Management; Sonde Maintenance						
01-111-6370-00	Grants/Partnerships/Donations	5,154	8,160	38,000	38,000	38,000	
01-111-6420-00	Labor Expense	216,807	195,869	233,198	233,198	204,067	
01-111-6490-00	Materials and Supplies	3,624	7,918	7,000	7,000	7,000	
01-111-6540-00	Miscellaneous	-	575	-	-	-	
01-111-6810-00	Vehicle Expense	-	-	-	-	2,741	
01-111-6860-00	Water Master Support	27,757	26,662	28,500	28,500	29,000	
<b>Source of Supply - BBS Patrol House and Grounds</b>							<b>\$ 108,513</b>
<i>Project:</i>	<i>SS-22-120PH</i>						
01-120-6200-00	Contract Services Expense	600	10,585	12,000	2,000	12,000	
	● Grounds maintenance						
01-120-6320-00	Fire Protection	135	135	140	140	140	
01-120-6385-00	Insurance - Property	590	614	4,811	4,812	824	
01-120-6420-00	Labor Expense	47,559	81,789	59,020	59,020	81,981	
01-120-6421-00	Labor Expense - OT	623	-	354	354	-	
01-120-6490-00	Materials and Supplies	5,178	6,562	8,000	5,000	8,000	
01-120-6540-00	Miscellaneous	-	380	-	-	-	
01-120-6810-00	Vehicle Expense	2,080	2,127	2,293	2,293	5,568	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

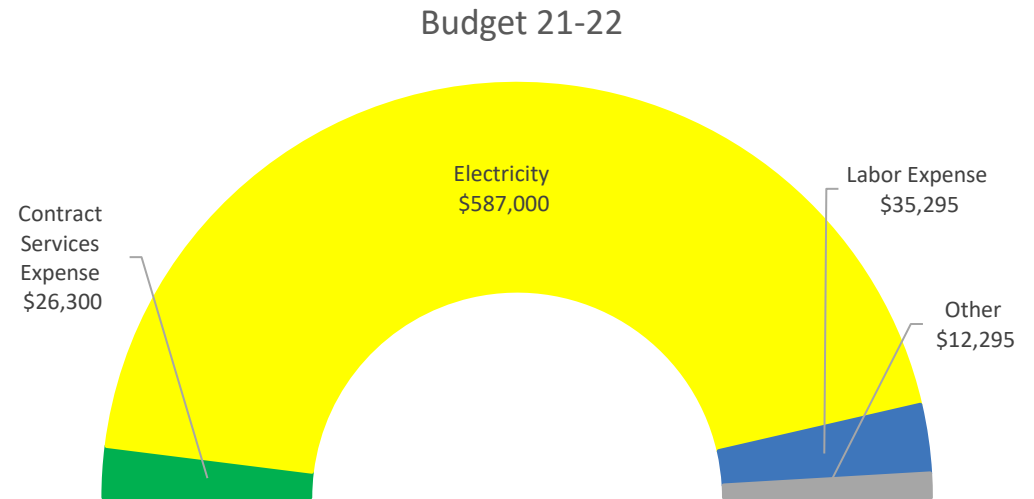
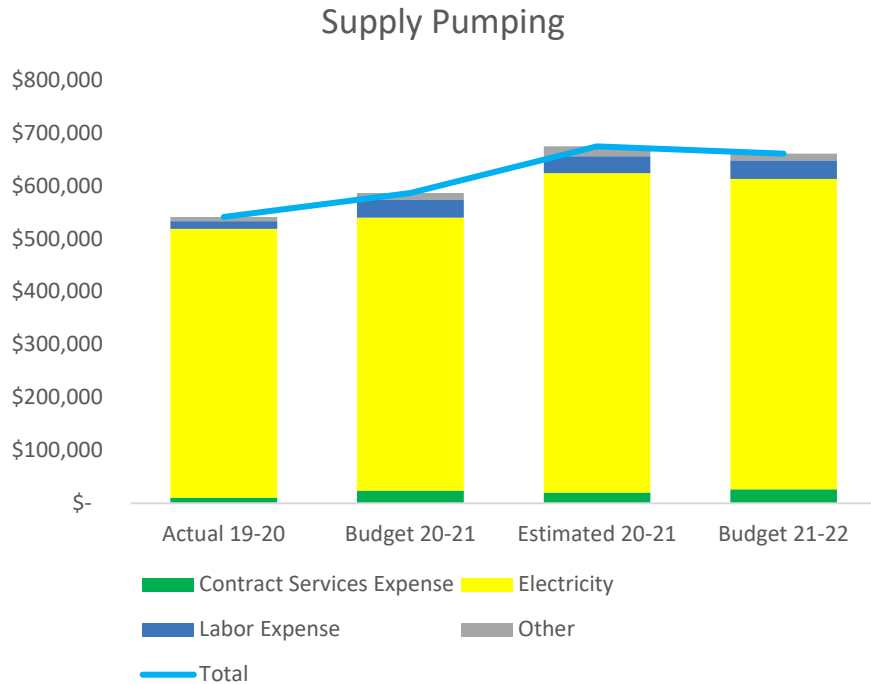
**Source of Supply Expenses (continued)**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Source of Supply - Big Butte Springs Watershed Management</b>							<b>\$ 223,881</b>
<i>Project:</i>	<i>SS-22-121WM</i>						
01-121-6200-00	Contract Services Expense	49,388	3,676	12,000	-	12,000	
	● Life Estate Management; Restoration; WQ Monitoring						
01-121-6320-00	Fire Protection	15,549	16,658	17,000	-	20,000	
01-121-6385-00	Insurance - Property	3,594	3,550	-	22,000	4,770	
01-121-6420-00	Labor Expense	78,203	176,661	151,066	151,066	180,875	
01-121-6421-00	Labor Expense - OT	234	698	531	531	-	
01-121-6490-00	Materials and Supplies	694	-	2,600	-	2,500	
01-121-6540-00	Miscellaneous	463	803	900	900	900	
01-121-6660-00	Property Tax	2,481	2,196	2,500	2,500	-	
01-121-6810-00	Vehicle Expense	6,478	5,322	6,214	6,214	2,836	
<b>Source of Supply - Forest Stand Improvements</b>							<b>\$ 651,589</b>
<i>Project:</i>	<i>SS-22-124FS</i>						
01-124-6200-00	Contract Services Expense	450,443	552,469	131,000	91,000	600,000	
	● Commercial Timber Harvest; Forest Management						
01-124-6420-00	Labor Expense	32,501	44,118	4,228	4,228	39,589	
01-124-6490-00	Materials and Supplies	489	194	6,500	1,500	5,000	
01-124-6777-00	Timber Tax Expense	4,166	6,253	-	-	7,000	
<b>Totals</b>		<b>\$ 1,064,068</b>	<b>\$ 1,232,315</b>	<b>\$ 789,355</b>	<b>\$ 736,756</b>	<b>\$ 1,317,291</b>	<b>\$ 1,317,291</b>



**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Supply Pumping Expense Summary**



**\$660,890**

**Total Supply Pumping Expense**

**Contract Services - \$26,300**

Pump Service, Electrical Troubleshooting, Weed Control and Compressor Service.

**Electricity - \$587,00**

Pumping Water at Duff Intake, Duff High Service Pumps, BBS Intake and 3 Pressure Control Stations: Conrad, Martin & Rossanley.

**Labor Expense - \$35,295**

Regular and Overtime Hours.

**Other - \$12,295**

Materials and Supplies, Property Insurance, Property Taxes, Storm Drain & Street Fees and Vehicle Expense.

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Supply Pumping Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Supply Pumping - Control Equipment</b>							<b>\$ -</b>
<i>Project:</i>	<i>SP-22-201CE</i>						
01-201-6200-00	Contract Services Expense	3,630	-	-	-	-	
	● NONE						
<b>Supply Pumping - Rogue River Intake</b>							<b>\$ 179,740</b>
<i>Project:</i>	<i>SP-22-210RR</i>						
01-210-6200-00	Contract Services Expense	-	6,827	7,000	7,000	10,000	
	● Generator and Pump Maintenance						
01-210-6280-00	Electricity	143,044	143,319	141,000	171,000	160,000	
01-210-6385-00	Insurance - Property	873	862	1,006	1,006	1,160	
01-210-6403-00	Inventory	-	-	-	-	-	
01-210-6420-00	Labor Expense	-	2,437	-	-	6,580	
01-210-6421-00	Labor Expense - OT	-	-	-	-	-	
01-210-6490-00	Materials and Supplies	265	456	2,200	5,200	2,000	
<b>Supply Pumping - Duff WTP High Service Pumps</b>							<b>\$ 326,200</b>
<i>Project:</i>	<i>SP-22-211PU</i>						
01-211-6200-00	Contract Services Expense	4,558	3,368	10,000	10,000	10,000	
	● Generator and Pump Maintenance						
01-211-6280-00	Electricity	286,100	287,688	283,000	318,000	315,000	
01-211-6420-00	Labor Expense	1,869	2,881	1,416	1,416	-	
01-211-6490-00	Materials and Supplies	1,022	-	1,200	5,200	1,200	
<b>Supply Pumping - Big Butte Springs Pumps</b>							<b>\$ 1,005</b>
<i>Project:</i>	<i>SP-22-220PU</i>						
01-220-6200-00	Contract Services Expense	-	-	750	750	750	
	● Pump Maintenance						
01-220-6385-00	Insurance - Property	192	190	219	218	255	
01-220-6403-00	Inventory	-	571	-	-	-	
01-220-6420-00	Labor Expense	-	2,292	8,169	8,169	-	
01-220-6490-00	Materials and Supplies	-	81	-	-	-	
01-220-6810-00	Vehicle Expense	-	360	663	663	-	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Supply Pumping Expenses (continued)**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Supply Pumping - Rancheria Pumps</b>							<b>\$ 5,093</b>
<i>Project:</i>	<i>SP-22-230RA</i>						
01-230-6200-00	Contract Services Expense	-	-	-	-	-	
	● NONE						
01-230-6280-00	Electricity	1,630	1,512	5,000	5,000	5,000	
01-230-6385-00	Insurance - Property	70	69	81	81	93	
01-230-6490-00	Materials and Supplies	531	-	-	-	-	
<b>Supply Pumping - Conrad Pressure Control Station</b>							<b>\$ 51,288</b>
<i>Project:</i>	<i>SP-22-240CO</i>						
01-240-6200-00	Contract Services Expense	50	51	5,050	1,345	2,050	
	● Weed Spray and Cla-val Maintenance						
01-240-6280-00	Electricity	17,304	22,833	26,500	38,819	37,000	
01-240-6385-00	Insurance - Property	486	480	564	423	645	
01-240-6403-00	Inventory	122	-	-	-	-	
01-240-6420-00	Labor Expense	3,036	3,349	9,425	6,284	9,116	
01-240-6421-00	Labor Expense - OT	367	73	182	182	455	
01-240-6490-00	Materials and Supplies	181	525	500	1,205	1,500	
01-240-6660-00	Property Tax	-	-	550	472	-	
01-240-6730-00	Storm Drain	307	359	350	240	360	
01-240-6810-00	Vehicle Expense	-	335	322	332	161	
<b>Supply Pumping - Martin Pressure Control Station</b>							<b>\$ 48,512</b>
<i>Project:</i>	<i>SP-22-241MA</i>						
01-241-6200-00	Contract Services Expense	50	51	50	50	1,500	
	● Weed Spray and Cla-val Maintenance						
01-241-6280-00	Electricity	23,026	26,223	26,500	36,046	35,000	
01-241-6385-00	Insurance - Property	444	438	511	839	590	
01-241-6420-00	Labor Expense	1,763	930	6,021	7,521	9,116	
01-241-6421-00	Labor Expense - OT	588	698	562	1,262	455	
01-241-6490-00	Materials and Supplies	720	323	500	500	1,000	
01-241-6730-00	Storm Drain	777	898	825	625	850	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

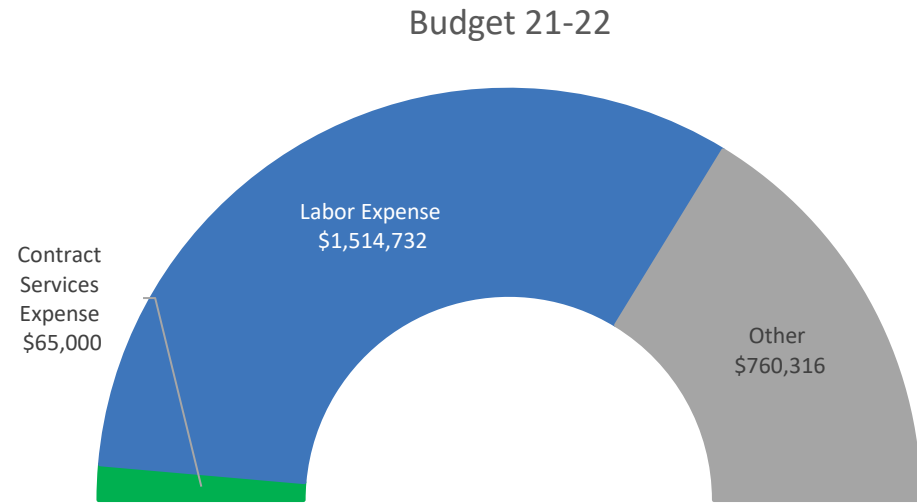
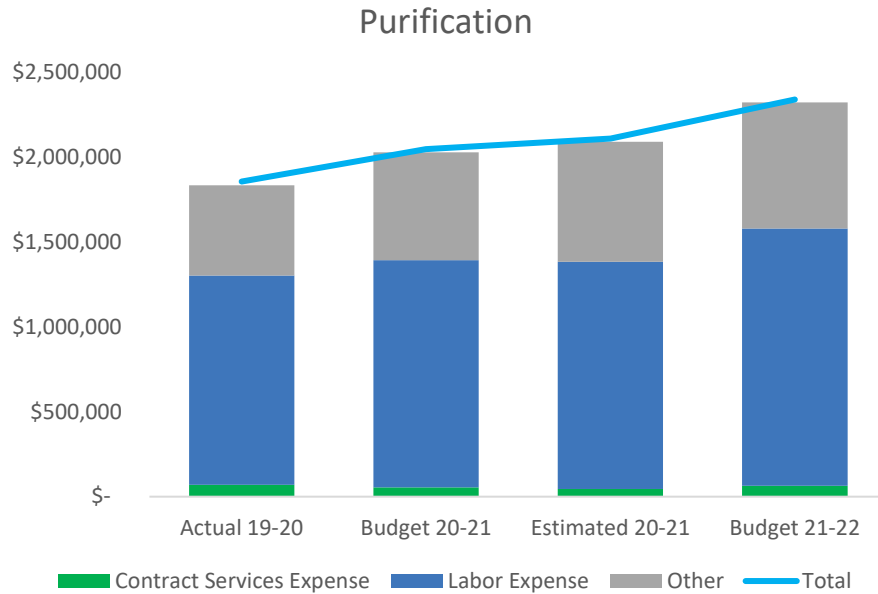
**Supply Pumping Expenses (continued)**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Supply Pumping - Rossanley Pressure Control Station</b>							<b>\$ 49,053</b>
<i>Project:</i>	<i>SP-22-242RO</i>						
01-242-6200-00	Contract Services Expense	50	51	1,050	1,050	2,000	
	● Weed Spray and Cla-val Maintenance						
01-242-6280-00	Electricity	29,730	26,916	34,000	35,173	35,000	
01-242-6385-00	Insurance - Property	430	425	495	375	570	
01-242-6420-00	Labor Expense	1,273	1,802	8,550	7,050	9,116	
01-242-6421-00	Labor Expense - OT	294	-	182	182	455	
01-242-6490-00	Materials and Supplies	-	1,302	1,500	750	1,500	
01-242-6730-00	Storm Drain	226	246	275	153	250	
01-242-6810-00	Vehicle Expense	-	210	215	265	161	
<b>Totals</b>		<b>\$ 525,007</b>	<b>\$ 541,434</b>	<b>\$ 586,381</b>	<b>\$ 674,848</b>	<b>\$ 660,890</b>	<b>\$ 660,890</b>



**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Purification Expense Summary**



**\$2,340,048**

**Total Purification Expense**

**Contract Services - \$65,000**

Pump & Electrical Troubleshooting,  
Landscaping, Elevator, and Fire Alarm.

**Labor Expense - \$1,514,732**

Regular and Overtime Hours.

**Other - \$760,316**

Chemicals, Electricity, Equipment, Fees &  
Permits, Filter Media, Garbage, Materials And  
Supplies, Miscellaneous, Property Insurance,  
Sewer, Software Maintenance, Telephone and  
Water Analysis.

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Purification Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Purification - Water Quality and Compliance</b>							<b>\$ 406,059</b>
<i>Project:</i>	<i>PU-22-301WQ</i>						
01-301-6200-00	Contract Services Expense	11,690	1,135	5,000	-	5,000	
	● WQ Consultant Support						
01-301-6310-00	Equipment Expense	723	10,990	3,000	3,000	3,000	
01-301-6400-00	Internet	497	83	-	-	-	
01-301-6415-00	Lab and Testing Supplies	1,111	4,394	3,000	3,000	3,000	
01-301-6420-00	Labor Expense	110,733	194,071	153,515	153,515	296,653	
01-301-6490-00	Materials and Supplies	5,510	2,441	2,500	2,500	2,000	
01-301-6715-00	Software Maintenance	-	3,179	2,500	2,500	3,000	
01-301-6770-00	Temporary Labor/Interns	-	-	-	-	-	
01-301-6810-00	Vehicle Expense	5,139	3,581	578	578	16,406	
01-301-6830-00	Water Analysis - Chemical	28,249	24,158	22,000	32,000	25,000	
01-301-6840-00	Water Analysis - Investigative	57,646	16,741	21,000	16,000	20,000	
01-301-6850-00	Water Analysis - Microbiological	22,075	27,454	32,000	27,000	32,000	
<b>Purification - Corrosion Study</b>							<b>\$ -</b>
<i>Project:</i>	<i>PU-22-305CO</i>						
01-305-6200-00	Contract Services Expense	184,392	-	-	-	-	
01-305-6420-00	Labor Expense	20,568	-	-	-	-	
01-305-6490-00	Materials and Supplies	31	-	-	-	-	
01-305-6540-00	Miscellaneous	150	-	-	-	-	
01-305-6810-00	Vehicle Expense	38	-	-	-	-	
01-305-6830-00	Analysis - Chemical	-	1,185	-	-	-	
01-305-6840-00	Analysis - Investigative	7,870	-	-	-	-	
<b>Purification - Duff Water Treatment Plant Operations</b>							<b>\$ 1,482,251</b>
<i>Project:</i>	<i>PU-22-310OP</i>						
01-310-6090-00	Chemicals - Carbon Dioxide	14,461	17,390	17,000	23,000	21,000	
01-310-6100-00	Chemicals - Chlorine	47,260	57,225	55,000	95,000	75,000	
01-310-6110-00	Chemicals - Coagulants	75,829	98,107	99,000	139,000	135,000	
01-310-6130-00	Chemicals - Other	779	-	-	-	-	
01-310-6150-00	Chemicals - Polymers	11,904	18,353	15,000	20,000	22,000	
01-310-6170-00	Computer Hardware Purchase	-	1,496	-	-	-	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Purification Expenses (continued)**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Purification - Duff Water Treatment Plant Operations</b>							
<i>Project:</i>	<i>PU-22-310OP</i>						
01-310-6200-00	Contract Services Expense	21,905	29,357	22,250	23,250	28,000	
	● Plant Equipment and Generator Maintenance						
01-310-6312-00	Fees and Permits	2,250	3,300	45,000	45,000	45,000	
01-310-6315-00	Filter Media Expense	-	-	30,000	-	-	
01-310-6330-00	Freight Expense	-	309	-	-	-	
01-310-6345-00	Garbage	-	94	-	-	-	
01-310-6385-00	Insurance - Property	11,179	11,047	12,880	12,880	14,850	
01-310-6420-00	Labor Expense	715,353	871,929	1,016,651	1,016,651	1,020,689	
01-310-6421-00	Labor Expense - OT	30,961	37,182	27,449	27,449	67,662	
01-310-6490-00	Materials and Supplies	19,995	20,714	20,000	17,000	22,000	
01-310-6540-00	Miscellaneous	-	405	-	-	-	
01-310-6675-00	Repair Expense	-	1,839	-	-	-	
01-310-6680-00	Safety Equipment/Expense	-	-	-	-	-	
01-310-6684-00	Security	-	165	-	-	-	
01-310-6715-00	Software Maintenance	-	6,320	8,500	6,500	20,000	
01-310-6750-00	Telephone	-	129	-	-	-	
01-310-6770-00	Temporary Labor/Interns	-	166	-	-	11,000	
01-310-6810-00	Vehicle Expense	11,319	16,843	15,553	15,553	50	
<b>Purification - Ozonation</b>							<b>\$ 144,969</b>
<i>Project:</i>	<i>PU-22-311OZ</i>						
01-311-6140-00	Chemicals - Oxygen	27,111	36,557	50,000	70,000	55,000	
01-311-6200-00	Contract Services Expense	5,703	14,207	7,500	7,500	10,000	
	● Ozone and Generator Maintenance						
01-311-6280-00	Electricity	47,681	47,773	47,000	59,000	64,000	
01-311-6310-00	Equipment Expense	-	-	-	-	-	
01-311-6330-00	Freight Expense	-	98	-	-	-	
01-311-6420-00	Labor Expense	14,981	5,826	11,334	11,334	969	
01-311-6490-00	Materials and Supplies	11,031	4,443	15,000	15,000	15,000	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

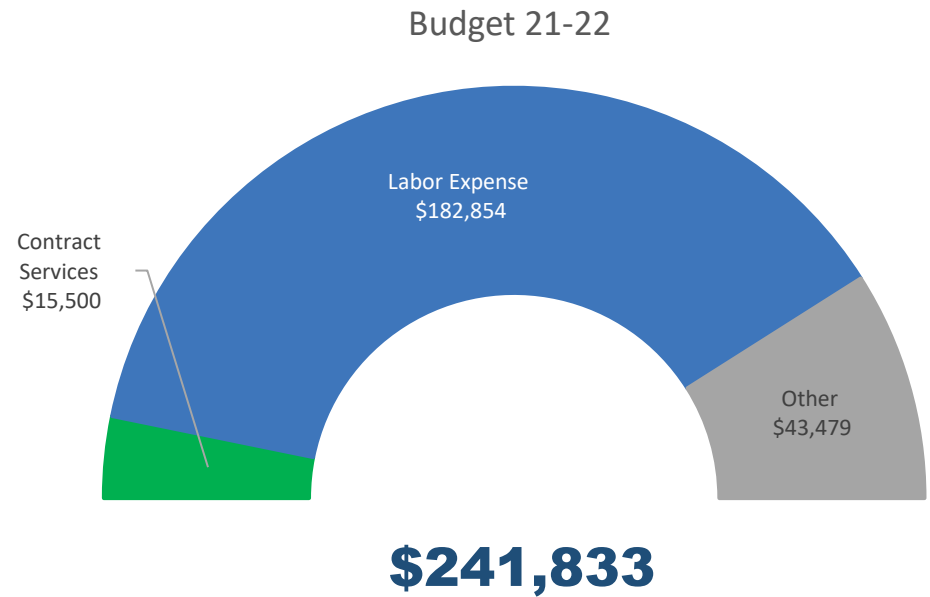
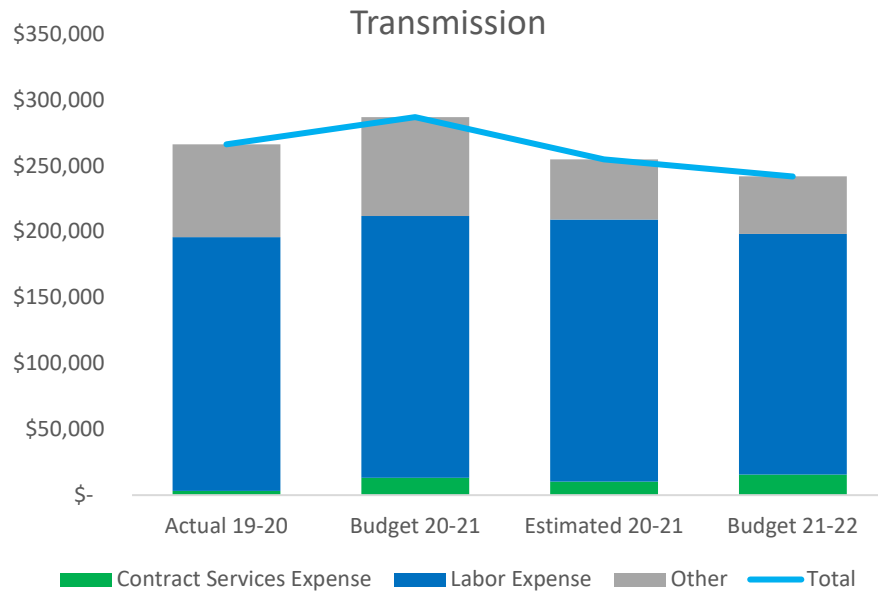
**Purification Expenses (continued)**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Purification - Duff Water Treatment Plant Building and Grounds</b>							<b>\$ 84,437</b>
<i>Project:</i>	<i>PU-22-312BG</i>						
01-312-6200-00	Contract Services Expense	27,077	23,078	17,500	12,500	20,000	
	• Bulding and Grounds Maintenance						
01-312-6312-00	Fees and Permits	-	83	250	250	250	
01-312-6345-00	Garbage	1,604	1,552	1,600	1,600	1,600	
01-312-6385-00	Insurance - Property	24,677	25,653	28,405	28,405	34,500	
01-312-6410-00	Janitorial	1,945	2,790	-	-	-	
01-312-6420-00	Labor Expense	1,761	8,491	1,531	1,531	7,287	
01-312-6490-00	Materials and Supplies	7,845	5,931	18,000	8,000	15,000	
01-312-6680-00	Safety Equipment Expense	39	540	-	-	-	
01-312-6684-00	Security	345	225	-	-	-	
01-312-6688-00	Sewer	226	625	250	250	800	
01-312-6750-00	Telephone	4,400	4,695	4,500	4,500	5,000	
01-312-6810-00	Vehicle Expense	-	75	-	-	-	
<b>Purification - Duff Water Treatment Plant Equipment</b>							<b>\$ 15,015</b>
<i>Project:</i>	<i>PU-22-313EQ</i>						
01-313-6420-00	Labor Expense	1,616	294	3,919	3,919	15,015	
01-313-6421-00	Labor Expense - OT	-	-	1,416	1,416	-	
01-313-6490-00	Materials and Supplies	75	-	-	-	-	
<b>Purification - Big Butte Springs</b>							<b>\$ 207,318</b>
<i>Project:</i>	<i>PU-22-320BB</i>						
01-320-6100-00	Chemicals - Chlorine	36,566	44,805	45,000	45,000	50,000	
01-320-6200-00	Contract Services Expense	871	1,725	2,000	2,000	2,000	
	• Equipment Maintenece						
01-320-6280-00	Electricity	18,562	17,094	19,000	19,000	20,000	
01-320-6310-00	Equipment Expense	1,425	-	1,000	1,000	1,000	
01-320-6385-00	Insurance - Property	457	451	529	529	610	
01-320-6400-00	Internet	1,089	1,084	8,700	1,200	18,000	
01-320-6420-00	Labor Expense	100,887	114,196	121,523	121,523	106,458	
01-320-6421-00	Labor Expense - OT	7,625	2,238	1,266	1,267	-	
01-320-6490-00	Materials and Supplies	3,265	5,538	5,000	5,000	5,000	
01-320-6540-00	Miscellaneous	-	781	2,500	2,500	2,500	
01-320-6650-00	Propane	1	11	-	-	-	
01-320-6750-00	Telephone	1,930	1,926	1,750	1,750	1,750	
01-320-6810-00	Vehicle Expense	2,080	2,127	2,293	2,293	-	
<b>Totals</b>		<b>\$ 1,772,491</b>	<b>\$ 1,856,691</b>	<b>\$ 2,048,142</b>	<b>\$ 2,109,643</b>	<b>\$ 2,340,048</b>	<b>\$ 2,340,048</b>



**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Transmission Expense Summary**



## Total Transmission Expense

**Contract Services - \$15,500**

Welding of BBS pipelines #1 & #2 and Weed Control.

**Labor Expense - \$182,854**

Regular and Overtime Hours.

**Other - \$43,479**

Chemicals, Electricity, Equipment, Materials & Supplies, Property Insurance and Vehicle Expense.

**MEDFORD WATER COMMISSION**  
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**DETAIL BUDGET - OPERATING EXPENSES**

**Transmission Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Transmission - Roads</b>							<b>\$ 15,000</b>
<i>Project: TR-22-401TR</i>							
01-401-6200-00	Contract Services Expense	779	-	-	-	-	
01-401-6310-00	Equipment Expense	3,002	-	9,000	8,700	11,000	
01-401-6420-00	Labor Expense	979	-	-	-	-	
01-401-6490-00	Materials and Supplies	1,268	258	11,000	0	4,000	
01-401-6810-00	Vehicle Expense	149	-	-	-	-	
<b>Transmission - Big Butte Springs Line #1</b>							<b>\$ 83,079</b>
<i>Project: TR-22-421BB</i>							
01-421-6200-00	Contract Services Expense	694	2,757	7,000	5,500	3,000	
	• Welding Services						
01-421-6403-00	Inventory	987	1,026	-	-	-	
01-421-6420-00	Labor Expense	61,956	84,661	85,936	80,936	70,041	
01-421-6421-00	Labor Expense - OT	1,322	4,334	3,585	1,085	2,323	
01-421-6490-00	Materials and Supplies	4,419	2,236	7,000	4,000	7,000	
01-421-6770-00	Temporary Labor/Interns	-	283	-	-	-	
01-421-6810-00	Vehicle Expense	8,903	6,544	8,300	4,300	715	
<b>Transmission - Big Butte Springs Line #2</b>							<b>\$ 70,004</b>
<i>Project: TR-22-422BB</i>							
01-422-6120-00	Chemicals - Dechlorination	-	31,896	-	-	-	
01-422-6200-00	Contract Services Expense	15,112	403	5,000	1,000	2,500	
	• Welding Services						
01-422-6420-00	Labor Expense	42,402	75,095	52,657	72,657	58,256	
01-422-6421-00	Labor Expense - OT	198	-	339	1	1,532	
01-422-6490-00	Materials and Supplies	3,311	2,133	7,000	3,000	7,000	
01-422-6810-00	Vehicle Expense	2,206	4,216	5,093	5,093	715	
<b>Transmission - Cathodic Protection</b>							<b>\$ 25,062</b>
<i>Project: TR-22-423BB</i>							
01-423-6280-00	Electricity	4,582	4,551	4,600	4,600	4,400	
01-423-6420-00	Labor Expense	24,889	12,476	35,773	13,332	19,162	
01-423-6421-00	Labor Expense - OT	37	37	-	-	-	
01-423-6490-00	Materials and Supplies	657	275	3,000	1,000	1,500	
01-423-6810-00	Vehicle Expense	2,711	3,595	4,677	3,677	-	

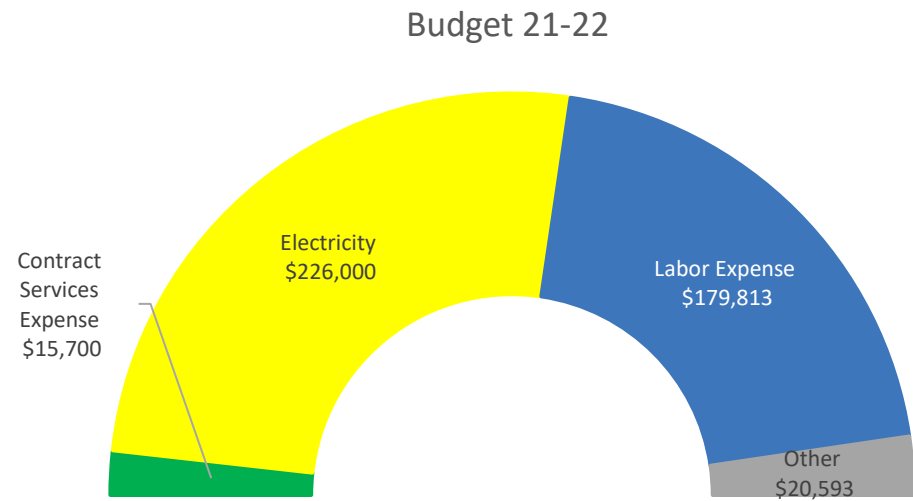
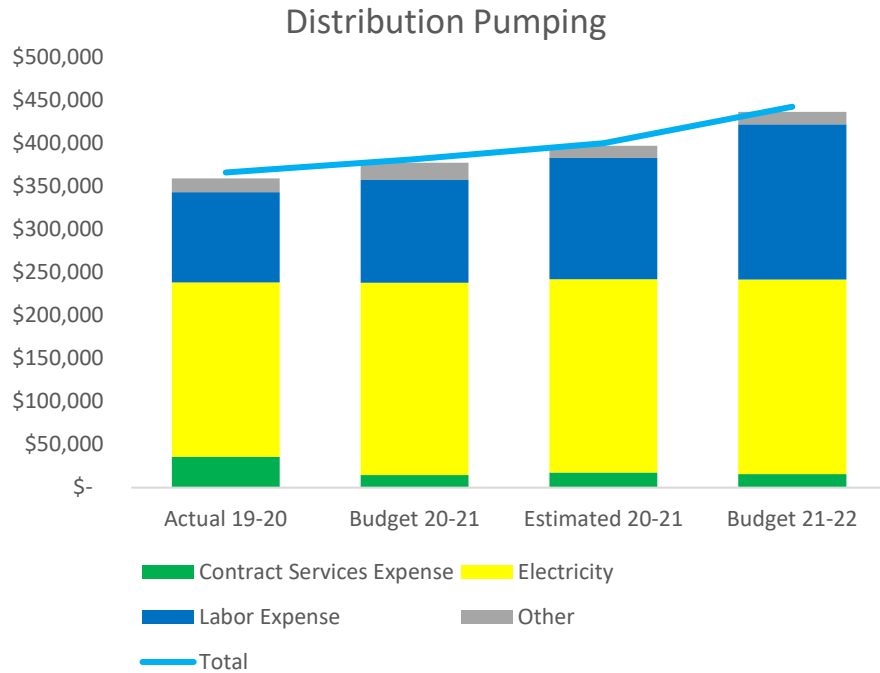
**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Transmission Expenses (continued)**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Transmission - Coal Mine</b>							<b>\$ 28,634</b>
<i>Project: TR-22-440CM</i>							
01-440-6120-00	Chemicals - Dechlorination	612	-	150	-	150	
01-440-6200-00	Contract Services Expense	55	56	1,055	305	5,000	
	● Weed Spray and Cla-val Maintenance						
01-440-6280-00	Electricity	1,298	1,197	1,500	1,350	1,200	
01-440-6385-00	Insurance - Property	50	50	59	59	67	
01-440-6403-00	Inventory	156	-	-	-	-	
01-440-6420-00	Labor Expense	12,861	12,153	16,793	19,793	13,110	
01-440-6421-00	Labor Expense - OT	1,946	1,307	1,291	4,791	3,695	
01-440-6490-00	Materials and Supplies	4,880	6,102	6,000	6,000	5,250	
01-440-6810-00	Vehicle Expense	2,648	2,942	3,630	2,130	161	
<b>Transmission - Nichols Gap</b>							<b>\$ 20,055</b>
<i>Project: TR-22-441NG</i>							
01-441-6200-00	Contract Services Expense	50	51	50	3,560	5,000	
	● Weed Spray and Cla-val Maintenance						
01-441-6385-00	Insurance - Property	14	14	16	12	20	
01-441-6420-00	Labor Expense	98	2,488	2,469	6,169	14,735	
01-441-6490-00	Materials and Supplies	-	114	300	300	300	
01-441-6810-00	Vehicle Expense	2,270	2,942	3,615	1,515	-	
<b>Totals</b>		<b>\$ 207,501</b>	<b>\$ 266,193</b>	<b>\$ 286,888</b>	<b>\$ 254,866</b>	<b>\$ 241,833</b>	<b>\$ 241,833</b>

**MEDFORD WATER COMMISSION**  
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**DETAIL BUDGET - OPERATING EXPENSES**

**Distribution Pumping Expense Summary**



**\$442,106**

**Total Distribution Pumping Expense**

**Contract Services - \$15,700**

Weed Control, Watchman/Guard Duties And Electrical Troubleshooting.

**Electricity - \$226,000**

All Pump Stations: Angelcrest, Archer, Barneburg, Brookdale, Hillcrest, Lone Pine, Pierce Heights, Stanford And Stardust.

**Labor Expense - \$179,813**

Regular and Overtime Hours.

**Other -\$20,593**

Materials and Supplies, Property Insurance, Storm Drain & Street Fees and Vehicle Expense.



**MEDFORD WATER COMMISSION**  
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**DETAIL BUDGET - OPERATING EXPENSES**

**Distribution Pumping Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Distribution Pumping - Inspections</b>							<b>\$ 79,353</b>
<i><b>Project: DP-22-500IN</b></i>							
01-500-6200-00	Contract Services Expense	7,446	7,077	9,185	8,885	8,000	
	● Watchman Guard Duties and Pump Maintenance						
01-500-6420-00	Labor Expense	35,035	39,755	53,121	52,212	66,956	
01-500-6490-00	Materials and Supplies	-	30	-	-	250	
01-500-6770-00	Temporary Labor/Interns	-	211	-	-	-	
01-500-6810-00	Vehicle Expense	1,302	1,748	1,989	1,889	4,147	
<b>Distribution Pumping - Angelcrest Pump Station</b>							<b>\$ 36,199</b>
<i><b>Project: DP-22-570AN</b></i>							
01-570-6200-00	Contract Services Expense	50	176	50	450	450	
	● Weed Spray and Pump Maintenance						
01-570-6280-00	Electricity	16,518	17,173	18,000	18,000	18,000	
01-570-6385-00	Insurance - Property	65	64	76	56	90	
01-570-6420-00	Labor Expense	3,171	2,986	5,238	5,238	15,744	
01-570-6421-00	Labor Expense - OT	132	426	354	2,654	1,065	
01-570-6490-00	Materials and Supplies	285	10	-	350	500	
01-570-6730-00	Storm Drain	297	359	360	280	350	
<b>Distribution Pumping - Archer Pump Station</b>							<b>\$ 38,205</b>
<i><b>Project: DP-22-572AR</b></i>							
01-572-6200-00	Contract Services Expense	50	4,524	2,050	2,050	1,250	
	● Weed Spray and Pump Maintenance						
01-572-6280-00	Electricity	16,102	17,640	18,500	18,500	19,000	
01-572-6385-00	Insurance - Property	455	473	523	423	635	
01-572-6403-00	Inventory	-	515	-	-	-	
01-572-6420-00	Labor Expense	4,082	13,712	17,883	19,683	14,566	
01-572-6421-00	Labor Expense - OT	-	1,792	-	853	1,065	
01-572-6490-00	Materials and Supplies	76	2,541	2,500	2,000	1,000	
01-572-6730-00	Storm Drain	313	366	360	260	375	
01-572-6810-00	Vehicle Expense	-	1,103	382	82	315	

**MEDFORD WATER COMMISSION**  
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**DETAIL BUDGET - OPERATING EXPENSES**

**Distribution Pumping Expenses (continued)**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Distribution Pumping - Barneburg Pump Station</b>							<b>\$ 13,650</b>
<i><b>Project: DP-22-574BA</b></i>							
01-574-6200-00	Contract Services Expense	-	2,250	1,000	750	1,000	
	● Weed Spray and Pump Maintenance						
01-574-6280-00	Electricity	8,344	8,497	9,000	8,700	9,500	
01-574-6385-00	Insurance - Property	155	161	178	148	220	
01-574-6420-00	Labor Expense	7,413	4,682	6,921	6,921	1,065	
01-574-6490-00	Materials and Supplies	462	328	600	450	800	
01-574-6730-00	Storm Drain	882	899	720	720	750	
01-574-6810-00	Vehicle Expense	75	250	375	550	315	
<b>Distribution Pumping - Brookdale Pump Station</b>							<b>\$ 70,675</b>
<i><b>Project: DP-22-576BR</b></i>							
01-576-6200-00	Contract Services Expense	-	1,040	-	800	1,000	
	● Weed Spray and Pump Maintenance						
01-576-6280-00	Electricity	55,234	47,149	56,000	53,500	52,000	
01-576-6385-00	Insurance - Property	437	454	506	406	610	
01-576-6420-00	Labor Expense	4,480	5,254	11,546	15,046	14,566	
01-576-6421-00	Labor Expense - OT	294	-	182	1,682	1,065	
01-576-6490-00	Materials and Supplies	-	1,909	6,000	2,000	750	
01-576-6730-00	Storm Drain	307	359	360	280	370	
01-576-6810-00	Vehicle Expense	-	698	80	440	315	
<b>Distribution Pumping - Hillcrest Pump Station</b>							<b>\$ 44,420</b>
<i><b>Project: DP-22-578HC</b></i>							
01-578-6200-00	Contract Services Expense	-	3,489	-	400	500	
	● Weed Spray and Pump Maintenance						
01-578-6280-00	Electricity	24,586	23,197	26,000	25,500	26,500	
01-578-6385-00	Insurance - Property	75	74	86	66	100	
01-578-6420-00	Labor Expense	1,077	7,590	3,842	3,842	14,566	
01-578-6421-00	Labor Expense - OT	-	441	-	-	1,065	
01-578-6490-00	Materials and Supplies	-	540	200	200	1,000	
01-578-6730-00	Storm Drain	307	359	360	290	375	
01-578-6810-00	Vehicle Expense	-	600	-	-	315	

**MEDFORD WATER COMMISSION**  
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**DETAIL BUDGET - OPERATING EXPENSES**

**Distribution Pumping Expenses (continued)**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Distribution Pumping - Lone Pine Pump Station</b>							<b>\$ 66,060</b>
<i><b>Project: DP-22-580LP</b></i>							
01-580-6200-00	Contract Services Expense	50	17,366	1,050	2,250	1,000	
	● Weed Spray and Pump Maintenance						
01-580-6280-00	Electricity	35,339	41,318	46,000	46,000	46,000	
01-580-6385-00	Insurance - Property	350	345	403	302	465	
01-580-6420-00	Labor Expense	2,252	13,496	7,000	10,000	14,566	
01-580-6421-00	Labor Expense - OT	73	220	-	-	1,065	
01-580-6490-00	Materials and Supplies	276	2,156	500	1,300	1,800	
01-580-6730-00	Storm Drain	630	963	800	780	850	
01-580-6810-00	Vehicle Expense	-	2,240	656	156	315	
<b>Distribution Pumping - Pierce Heights Pump Station</b>							<b>\$ 24,675</b>
<i><b>Project: DP-22-582PH</b></i>							
01-582-6280-00	Electricity	5,337	7,190	7,200	8,500	8,000	
01-582-6385-00	Insurance - Property	165	171	190	160	230	
01-582-6420-00	Labor Expense	5,621	686	6,070	5,070	14,566	
01-582-6421-00	Labor Expense - OT	-	588	-	-	1,065	
01-582-6490-00	Materials and Supplies	101	25	2,800	800	500	
01-582-6810-00	Vehicle Expense	50	-	-	-	315	
<b>Distribution Pumping - Stanford Pump Station</b>							<b>\$ 58,100</b>
<i><b>Project: DP-22-584SF</b></i>							
01-584-6200-00	Contract Services Expense	-	-	50	400	1,000	
	● Weed Spray and Pump Maintenance						
01-584-6280-00	Electricity	35,151	33,817	37,000	40,000	40,000	
01-584-6385-00	Insurance - Property	91	90	109	89	120	
01-584-6420-00	Labor Expense	979	4,333	3,842	8,842	14,566	
01-584-6421-00	Labor Expense - OT	-	3,915	-	1,518	1,065	
01-584-6490-00	Materials and Supplies	-	481	1,000	500	600	
01-584-6730-00	Storm Drain	658	742	750	550	750	

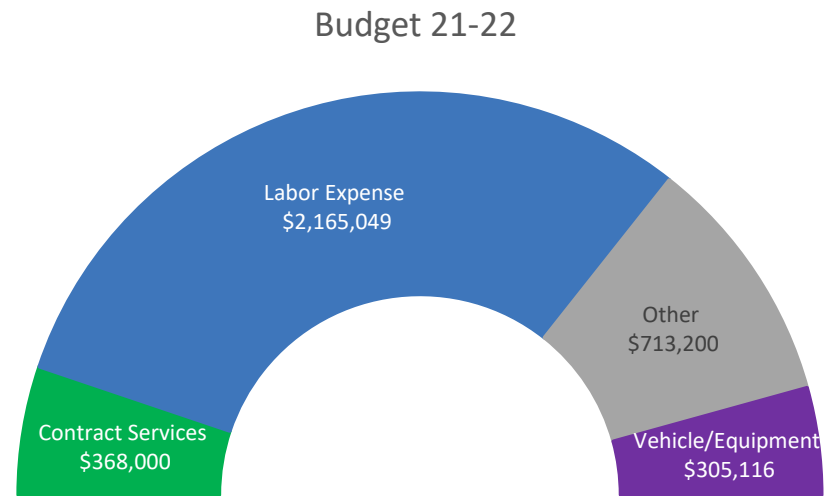
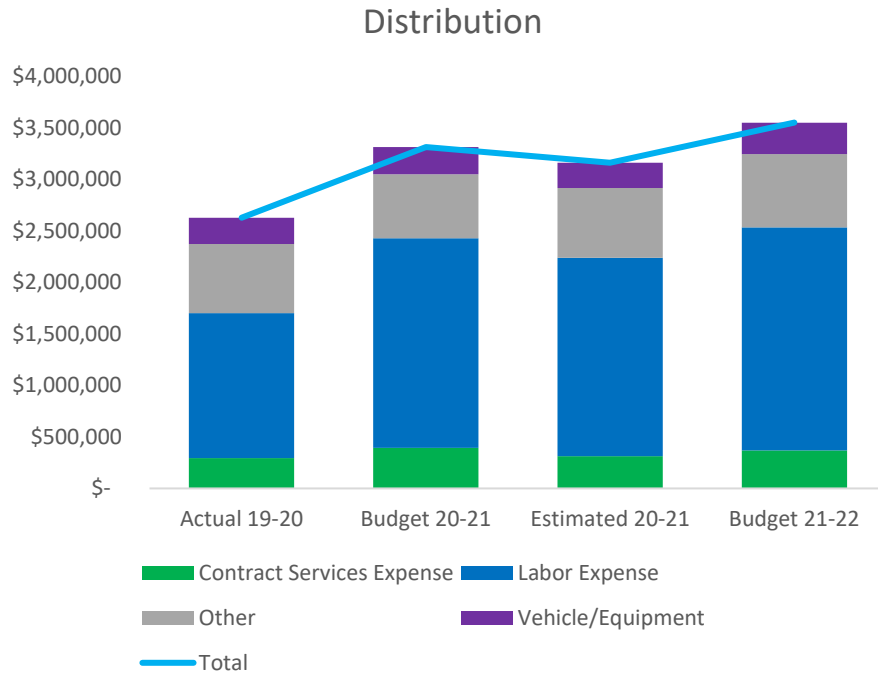
**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Distribution Pumping Expenses (continued)**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Distribution Pumping - Stardust Pump Station</b>							<b>\$ 10,769</b>
<i>Project: DP-22-586SD</i>							
01-586-6200-00	Contract Services Expense	-	-	1,050	1,450	1,500	
	● Weed Spray and Pump Maintenance						
01-586-6280-00	Electricity	5,786	6,115	5,600	5,900	7,000	
01-586-6385-00	Insurance - Property	65	64	75	55	86	
01-586-6403-00	Inventory	-	404	-	-	-	
01-586-6420-00	Labor Expense	11,947	5,122	2,842	6,342	138	
01-586-6421-00	Labor Expense - OT	881	-	547	547	1,065	
01-586-6490-00	Materials and Supplies	543	326	200	1,200	500	
01-586-6730-00	Storm Drain	372	471	480	450	480	
01-586-6810-00	Vehicle Expense	-	233	377	178	-	
<b>Totals</b>		<b>\$ 296,228</b>	<b>\$ 365,774</b>	<b>\$ 381,118</b>	<b>\$ 399,896</b>	<b>\$ 442,106</b>	<b>\$ 442,106</b>

**MEDFORD WATER COMMISSION  
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DETAIL BUDGET - OPERATING EXPENSES**

**Distribution Expense Summary**



**\$3,551,365**

**Total Distribution Expense**

**Contract Services - \$368,00**

Backflow Assembly Testing, Paving,  
Plumbing, Welding and Hydrant Painting.

**Labor Expense - \$2,165,049**

Regular and Overtime Hours.

**Other - \$713,200**

Chemicals, Electricity, Fees & Permits,  
Inventory, Materials & Supplies, Non-Stock  
Materials, Property Insurance, Software  
Maintenance, Storm Drain & Street Fees and

**Vehicle Expense - \$305,116**

Various Service Vehicles / Equipment.



**MEDFORD WATER COMMISSION**  
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**DETAIL BUDGET - OPERATING EXPENSES**

**Distribution Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Distribution - Service Center Control Equipment</b>							<b>\$ 181,686</b>
<i>Project: DI-22-641CE</i>							
01-641-6170-00	Computer Hardware Purchase	1,349	-	-	-	-	
01-641-6200-00	Contract Services Expense	28,430	20,416	17,000	20,000	17,300	
	● US Cubed						
01-641-6420-00	Labor Expense	82,800	40,935	113,807	89,807	108,772	
01-641-6421-00	Labor Expense - OT	30,234	32,929	29,821	37,821	37,864	
01-641-6490-00	Materials and Supplies	1,027	1,746	4,000	4,000	7,500	
01-641-6710-00	Software Purchase	297	-	-	-	-	
01-641-6715-00	Software Maintenance	10,415	4,137	8,500	7,500	8,500	
01-641-6750-00	Telephone	1,705	1,665	1,800	1,800	1,750	
<b>Distribution - Service Lines</b>							<b>\$ 467,073</b>
<i>Project: DI-22-642SL</i>							
01-642-6130-00	Chemicals - Other	5,503	6,915	5,500	5,342	6,000	
01-642-6200-00	Contract Services Expense	41,148	27,479	45,000	28,833	30,000	
	● Asphalt, sawcutting, patching						
01-642-6312-00	Fees and Permits	1,722	1,296	2,500	872	-	
01-642-6403-00	Inventory	46,528	59,720	50,000	80,267	75,000	
01-642-6420-00	Labor Expense	206,933	178,901	274,036	248,382	268,320	
01-642-6421-00	Labor Expense - OT	16,296	25,684	18,441	12,656	17,671	
01-642-6490-00	Materials and Supplies	33,588	15,314	25,000	23,171	22,000	
01-642-6770-00	Temporary Labor/Interns	-	2,225	-	44	-	
01-642-6810-00	Vehicle Expense	65,367	47,407	56,198	41,081	48,082	
<b>Distribution - Hydrants (Operations)</b>							<b>\$ 241,944</b>
<i>Project: DI-22-643OP</i>							
01-643-6120-00	Chemicals - Dechlorination	-	180	-	-	-	
01-643-6200-00	Contract Services Expense	22,915	25,649	25,000	15,297	22,000	
	● Asphalt cutting patching						
01-643-6312-00	Fees and Permits	66	-	250	424	500	
01-643-6403-00	Inventory	11,495	11,493	6,500	2,376	6,000	
01-643-6420-00	Labor Expense	125,828	228,764	251,164	135,454	193,890	
01-643-6421-00	Labor Expense - OT	1,587	1,058	1,653	218	2,337	
01-643-6490-00	Materials and Supplies	3,259	5,474	5,500	3,022	5,000	

**MEDFORD WATER COMMISSION**  
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**DETAIL BUDGET - OPERATING EXPENSES**

**Distribution Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Distribution - Hydrants (Operations) - continued</b>							
<i>Project: DI-22-643OP</i>							
01-643-6560-00	Nonstock Material Expense	-	-	-	-	1,000	
01-643-6770-00	Temporary Labor/Interns	-	2,638	-	177	1,000	
01-643-6810-00	Vehicle Expense	15,534	23,795	29,260	8,067	10,217	
<b>Distribution - Mains</b>							<b>\$ 425,657</b>
<i>Project: DI-22-644MA</i>							
01-644-6100-00	Chemicals - Chlorine	-	528	600	-	600	
01-644-6120-00	Chemicals - Dechlorination	-	-	400	-	400	
01-644-6130-00	Chemicals - Other	390	-	900	527	500	
01-644-6200-00	Contract Services Expense	15,666	10,761	95,000	43,658	60,000	
	● Paving and Sawcutting						
01-644-6312-00	Fees and Permits	768	702	1,000	840	1,000	
01-644-6403-00	Inventory	1,015	3,712	7,500	7,503	8,000	
01-644-6420-00	Labor Expense	59,413	69,991	92,941	164,173	249,278	
01-644-6421-00	Labor Expense - OT	25,122	21,684	22,557	37,312	24,192	
01-644-6490-00	Materials and Supplies	22,909	15,387	25,000	27,147	25,500	
01-644-6540-00	Miscellaneous	79	-	-	-	-	
01-644-6770-00	Temporary Labor/Interns	-	1,123	-	342	6,400	
01-644-6810-00	Vehicle Expense	29,884	26,991	26,791	45,167	49,787	
01-644-7000-00	Gain/Loss on Disposal of Fixed Assets	-	5,678	-	5,672	-	
<b>Distribution - Meters</b>							<b>\$ 878,201</b>
<i>Project: DI-22-645ME</i>							
01-645-6200-00	Contract Services Expense	4,528	1,821	4,500	3,500	3,500	
	● Weed Control and Parts Fabrication						
01-645-6312-00	Fees and Permits	42	-	50	50	50	
01-645-6403-00	Inventory	12,169	407,390	350,000	360,000	385,000	
01-645-6420-00	Labor Expense	259,915	281,642	387,002	337,002	388,379	
01-645-6421-00	Labor Expense - OT	12,333	2,909	8,613	5,613	6,416	
01-645-6490-00	Materials and Supplies	5,020	18,207	18,000	36,000	21,000	
01-645-6560-00	Nonstock Material Expense	-	7,040	7,500	7,500	7,500	
01-645-6770-00	Temporary Labor/Interns	-	2,445	-	-	6,400	
01-645-6810-00	Vehicle Expense	47,863	39,553	36,079	34,079	59,955	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Distribution Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Distribution - Reservoirs</b>							<b>\$ 195,602</b>
<i>Project: DI-22-646RE</i>							
01-646-6120-00	Chemicals - Dechlorination	15,509	15,068	20,000	14,000	16,000	
01-646-6200-00	Contract Services Expense	90,934	39,353	35,325	25,325	25,000	
	● Tree Service, Landscape, Dive Services and Misc. Engineering						
01-646-6280-00	Electricity	3,216	2,566	4,200	3,700	3,000	
01-646-6385-00	Insurance - Property	17,103	16,914	19,665	19,665	22,700	
01-646-6420-00	Labor Expense	106,040	49,302	115,919	110,919	95,214	
01-646-6421-00	Labor Expense - OT	2,534	1,844	2,215	4,715	7,324	
01-646-6490-00	Materials and Supplies	7,564	4,380	7,500	6,750	7,000	
01-646-6540-00	Miscellaneous	1,361	545	-	748	-	
01-646-6730-00	Storm Drain	6,958	7,413	7,000	6,500	7,300	
01-646-6770-00	Temporary Labor/Interns	-	-	-	1,326	-	
01-646-6810-00	Vehicle Expense	2,940	3,151	4,612	2,412	12,063	
<b>Distributions - Valves</b>							<b>\$ 968,650</b>
<i>Project: DI-22-647VA</i>							
01-647-6200-00	Contract Services Expense	28,076	29,746	26,000	61,912	60,000	
	● Paving and Sawcutting						
01-647-6312-00	Fees and Permits	822	852	1,000	1,280	1,200	
01-647-6403-00	Inventory	38,323	23,793	37,500	22,952	35,000	
01-647-6420-00	Labor Expense	332,782	371,751	537,632	538,564	729,037	
01-647-6421-00	Labor Expense - OT	23,205	32,989	22,480	47,926	24,627	
01-647-6490-00	Materials and Supplies	4,575	7,660	2,500	5,366	6,000	
01-647-6540-00	Miscellaneous	-	837	-	255	500	
01-647-6770-00	Temporary Labor/Interns	-	14,919	-	13,790	15,000	
01-647-6810-00	Vehicle Expense	73,261	108,992	103,971	107,896	97,285	
<b>Distributions - Sample Stations</b>							<b>\$ 11,148</b>
<i>Project: DI-22-648SS</i>							
01-648-6200-00	Contract Services Expense	-	1,200	-	-	200	
	● Miscellaneous						
01-648-6403-00	Inventory	-	-	150	-	150	
01-648-6420-00	Labor Expense	3,394	3,835	4,992	4,219	8,155	
01-648-6421-00	Labor Expense - OT	-	66	-	-	-	
01-648-6490-00	Materials and Supplies	221	16	200	502	750	
01-648-6770-00	Temporary Labor/Interns	-	-	-	354	-	
01-648-6810-00	Vehicle Expense	375	410	567	1,767	1,893	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

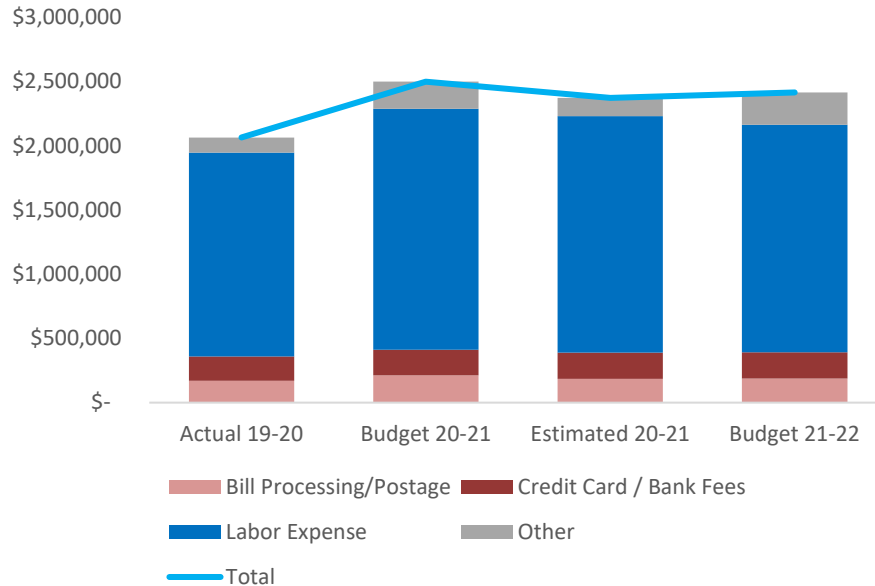
**Distribution Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Distribution - Cross Connection Control</b>							<b>\$ 181,405</b>
<i>Project: DI-22-650CC</i>							
01-650-6200-00	Contract Services Expense	122,467	137,881	145,000	115,000	150,000	
	● Annual Backflow Testing						
01-650-6420-00	Labor Expense	146,387	61,959	152,074	152,074	3,571	
01-650-6490-00	Materials and Supplies	2,008	477	2,500	2,500	2,000	
01-650-6540-00	Miscellaneous	-	379	-	-	-	
01-650-6810-00	Vehicle Expense	5,553	6,332	6,545	6,545	25,833	
<b>Totals</b>		<b>\$ 2,286,748</b>	<b>\$ 2,628,013</b>	<b>\$ 3,314,910</b>	<b>\$ 3,161,655</b>	<b>\$ 3,551,365</b>	<b>\$ 3,551,365</b>

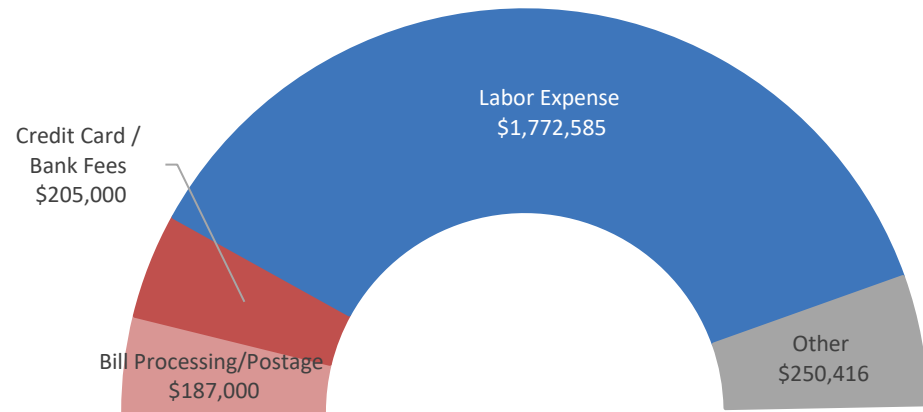
**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Customer Service, Collection and Meter Reading Expense Summary**

Customer Service, Meter Reading and Collections



Budget 21-22



**\$2,415,001**

**Total Customer Service Expense**

**Bill Processing/Postage - \$187,000**

Bill Printing and Mailing.

**Credit Card/Bank Fees - \$205,000**

Bank Fees and Credit Card Processing Fees.

**Labor Expense - \$1,772,585**

Regular & Overtime Hours – Meter Turn-Ons, Turn-Offs and Collections.

**Other - \$250,416**

Bad Debt Expense, Computer Hardware Maintenance, CCR, Newsletter, Courier Expense, Emergency Payment Assistance, Maintenance & Equipment, Materials & Supplies, Printing, Software Maintenance and



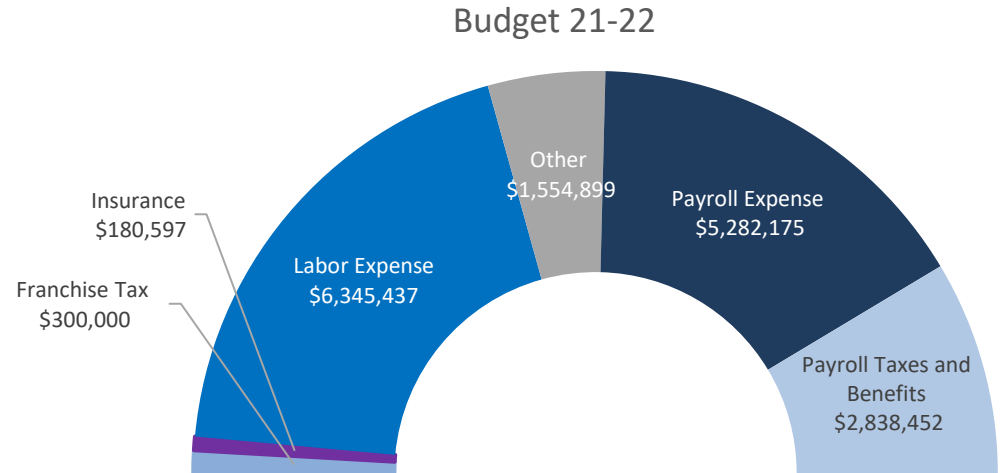
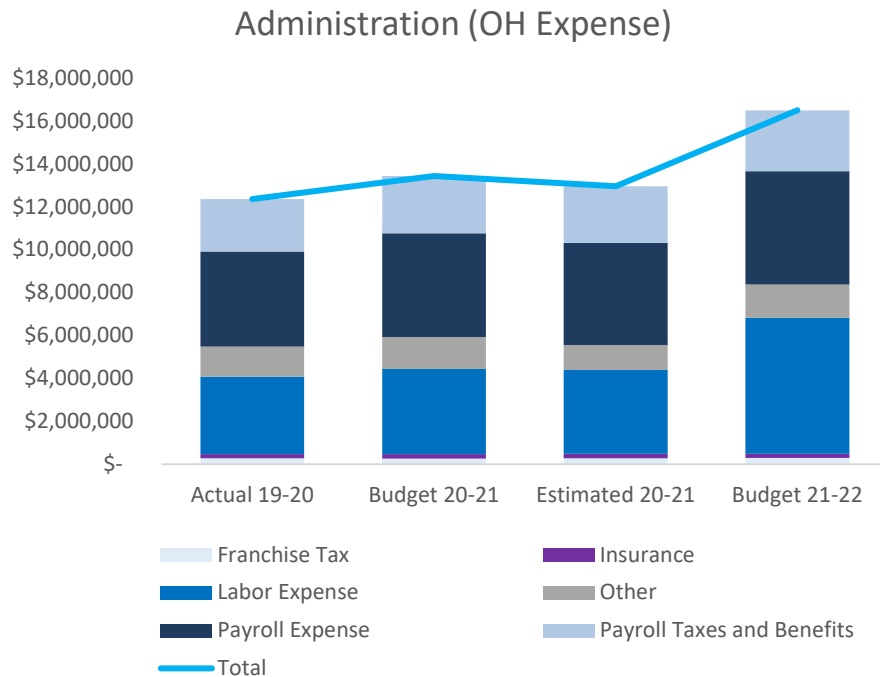
**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Customer Service, Collection and Meter Reading Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Customer Service</b>							<b>\$ 1,644,254</b>
<i>Project: MWC-22-761CS</i>							
01-761-6020-00	Bad Debt Expense	(348)	773	25,000	474	10,000	
01-761-6030-00	Bank Fees	171,853	189,243	200,000	204,631	205,000	
01-761-6040-00	Bill Processing/Outsource	37,856	36,588	55,000	35,501	40,000	
01-761-6060-00	Cash Short	(20)	(16)	-	-	-	
01-761-6070-00	CCR, Newsletter & Misc. Info	-	-	21,000	-	21,300	
01-761-6170-00	Computer Hardware Purchase	941	1,408	-	-	-	
01-761-6175-00	Computer Hardware Maintenance	425	1,487	12,800	800	2,000	
01-761-6210-00	Courier Expense	4,217	4,060	4,200	1,568	4,000	
01-761-6290-00	Emergency Payment Assistance	-	-	15,000	-	15,000	
01-761-6300-00	Envelopes and Bill Insertion	10,457	4,276	11,000	8,024	12,000	
01-761-6420-00	Labor Expense	934,887	949,453	1,114,835	1,097,060	1,031,711	
01-761-6421-00	Labor Expense - OT	6,743	1,062	3,825	6,665	3,242	
01-761-6480-00	Maintenance Equipment	2,674	1,582	1,500	1,962	1,500	
01-761-6490-00	Materials and Supplies	75	75	-	-	-	
01-761-6540-00	Miscellaneous	296	1,258	1,500	359	1,000	
01-761-6620-00	Postage	132,095	129,874	146,000	140,438	135,000	
01-761-6630-00	Printing	1,009	2,315	1,100	942	1,200	
01-761-6715-00	Software Maintenance	76,544	77,822	97,800	101,400	161,300	
01-761-6770-00	Temporary Labor/Interns	-	4,073	-	-	-	
01-761-6810-00	Vehicle Expense	4,648	1,367	462	-	-	
<b>Meter Reading</b>							<b>\$ 770,747</b>
<i>Project: MWC-22-762MR</i>							
01-762-6400-00	Internet	2,269	464	-	-	-	
01-762-6420-00	Labor Expense	603,861	612,750	733,284	713,284	713,217	
01-762-6421-00	Labor Expense - OT	24,713	22,655	24,731	25,871	24,415	
01-762-6490-00	Materials and Supplies	3,998	749	8,000	3,000	4,000	
01-762-6540-00	Miscellaneous	10	-	-	-	-	
01-762-6810-00	Vehicle Expense	16,985	21,767	22,469	30,969	29,116	
<b>Totals</b>		<b>\$ 2,036,188</b>	<b>\$ 2,065,084</b>	<b>\$ 2,499,506</b>	<b>\$ 2,372,947</b>	<b>\$ 2,415,001</b>	<b>\$ 2,415,001</b>

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Administration Home/Clearing Expense Summary**



## Administration Home/Clearing

**Franchise Tax - \$300,000**  
 Franchise Tax Payments To The City Of Medford

**Insurance - \$180,597**  
 General Liability, Property And Workers Compensation

**Labor Expense - \$6,345,437**  
 Regular & Overtime Hours.

**Payroll Expense - \$5,282,175**

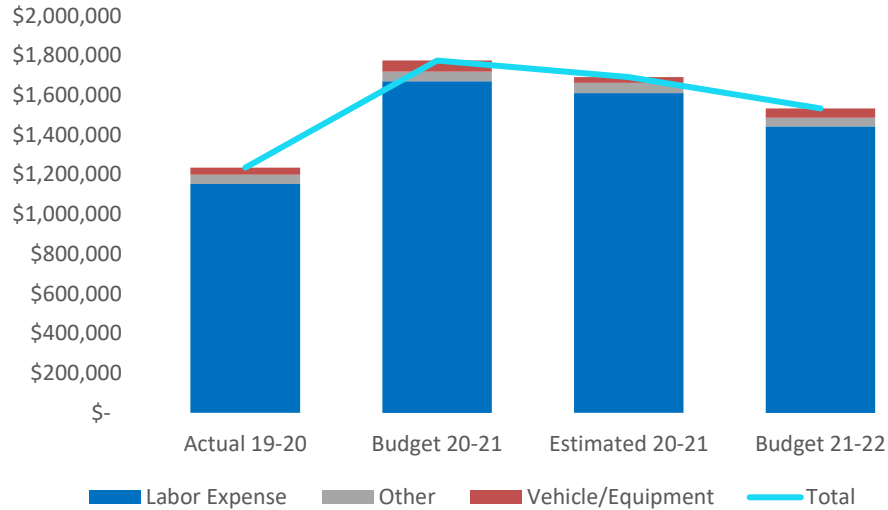
**Payroll Taxes & Benefits - \$2,838,452**

**Other - \$1,554,899** Advertising, Amortization, Answering Service, Audits & Accounting, Bank Fees, Benefits, Board & Commissioner, City Recorder, Computer Expense, Conservation Grants & Incentives, Contract Services, Dues & Subscriptions, Electricity, Freight, Garbage, Grants, Internet, Investments, Janitorial, Landscaping, Legal, Materials & Supplies, Meeting Expense, Miscellaneous, Professional License, Safety Equipment, Safety Program, Small Tools, Storm Drain & Street Fees, Telephone, Training, Uniforms, Vacation/Comp-Time, Vehicle Expense, Website And Wellness Program.

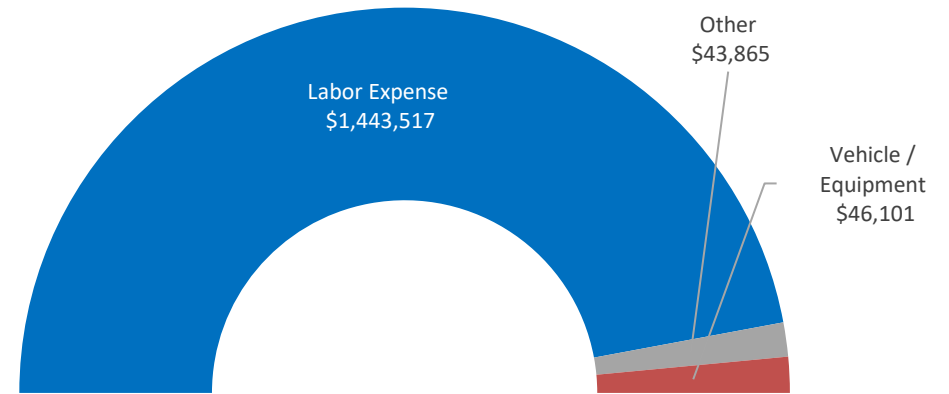
**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Engineering - Maps and Records, Technical Assistance and Patrolling Expense Summary**

**Engineering - Maps and Records, Technical Assistance and Patrolling**



**Budget 21-22**



**\$1,533,483**

**Total Engineering Expense**

**Labor Expense - \$1,443,517**

Regular and Overtime Hours.

**Other - \$43,865**

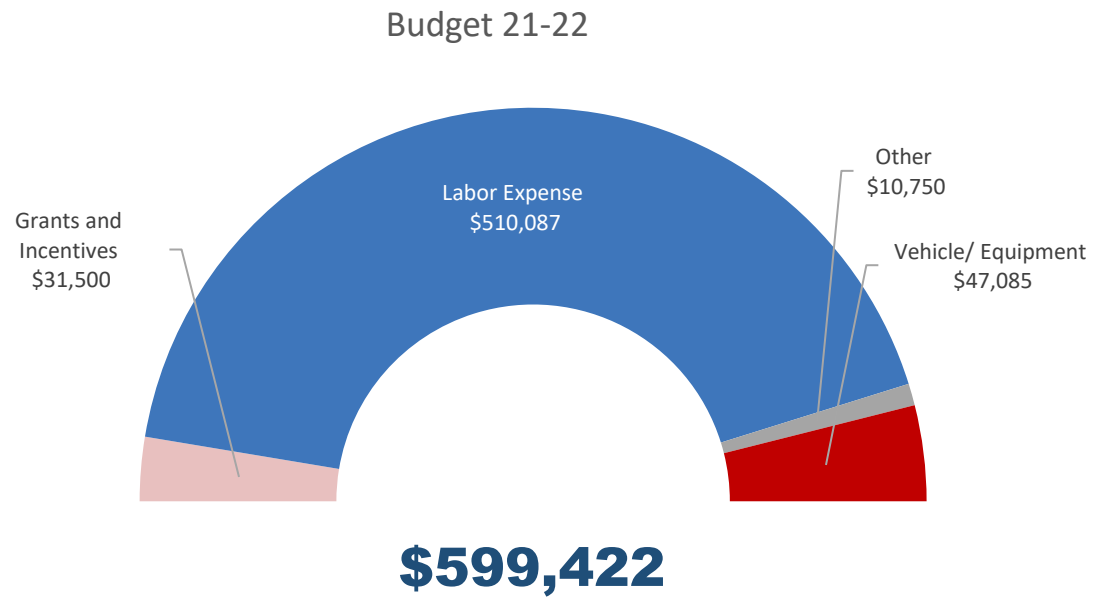
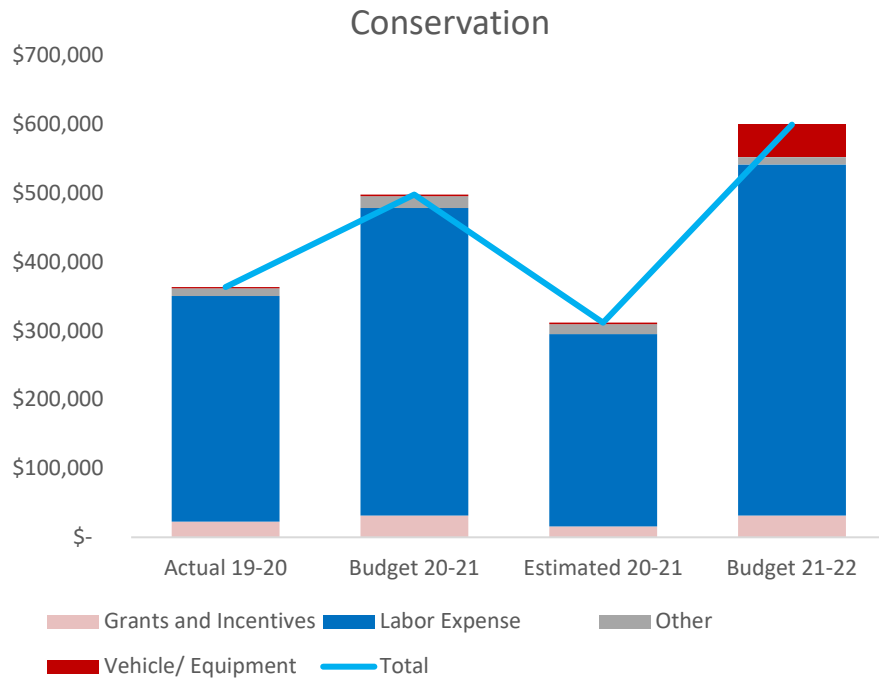
Locates, Materials & Supplies, Miscellaneous, Recording Fees and Software Maintenance.

**Vehicle/Equipment - \$46,101**

Locate Service Vehicles.

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Conservation Expense Summary**



**Total Conservation Expense**

**Grants and Incentives - \$31,500**

Regular and Overtime Hours.

**Labor Expense - \$510,087**

Regular and Overtime Hours.

**Other - \$10,750**

Locates, Materials & Supplies, Miscellaneous, Recording Fees and Software Maintenance.

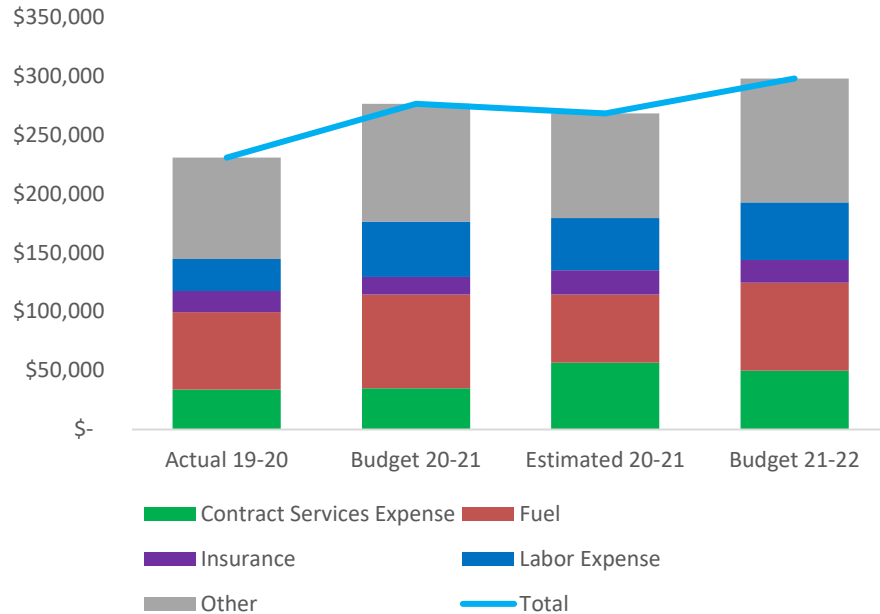
**Vehicle & Equipment - \$47,085**

Locate Service Vehicles and Principle Engineer's Car.

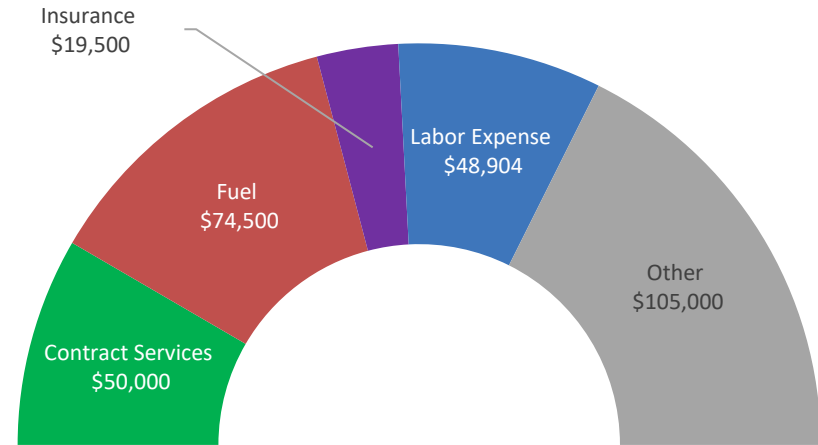
**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Transportation and Fleet/Clearing Expense Summary**

**Fleet - Vehicles and Equipment**



**Budget 21-22**



## Total Transportation & Fleet

**Contract Services - \$50,000**  
 Fleet Maintenance for the City of Medford.

**Fuel - \$74,500**  
 Fuel for Small Equipment.

**Insurance - \$19,500**  
 Auto and Equipment.

**Labor Expense - \$48,904**  
 Regular and Overtime Hours.

**Other - \$105,000**  
 Materials & Supplies.



**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Administration and Clearing Account Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Robert A. Duff Water Treatment Plant (Clearing/Home Account)</b>							
<i>Project: MWC-22-710RR</i>							
01-710-6000-00	Advertising	1,922	574	923	1,214	1,368	
01-710-6005-00	Amortization Expense	21,595	21,068	21,595	-	20,015	
01-710-6015-00	Audits and Accounting	4,500	4,662	4,613	5,988	5,700	
01-710-6050-00	Board/Commissioner Expense	-	-	205	205	190	
01-710-6065-00	Cafeteria Expense	458	385	301	319	285	
01-710-6155-00	City Recorder	1,212	1,255	1,312	-	-	
01-710-6170-00	Computer Hardware Purchase	7,042	2,087	4,300	3,300	5,000	
01-710-6175-00	Computer Hardware Maintenance	2,263	-	2,340	1,340	2,400	
01-710-6200-00	Contract Services Expense	17,818	44,943	61,500	45,281	38,000	
	● SDC, Financial Plan & Rate Setting, Agent of Record, WIFIA, Bond Counsel and Advisory Services						
01-710-6215-00	Damages	-	-	4,100	-	4,750	
01-710-6230-00	Dental Insurance	16,390	19,652	18,938	20,331	19,014	
01-710-6245-00	Disability Expense	3,019	3,377	2,880	3,559	3,500	
01-710-6250-00	Dues and Subscriptions	6,317	3,486	6,000	6,000	6,120	
01-710-6325-00	Franchise Tax	51,550	56,221	54,530	52,539	57,000	
01-710-6390-00	Insurance - Workers Comp	17,291	13,891	29,212	10,754	12,003	
01-710-6395-00	Insurance - General Liability	18,705	17,106	19,986	48,053	23,465	
01-710-6400-00	Internet	759	431	2,501	501	9,500	
01-710-6405-00	Investment Expense	2,400	2,400	2,460	1,520	2,500	
01-710-6410-00	Janitorial	780	1,185	900	900	1,000	
01-710-6420-00	Labor Expense	573,819	488,464	460,332	460,332	1,133,830	
01-710-6421-00	Labor Expense - OT	541	1,042	1,455	1,455	-	
01-710-6455-00	Legal	3,284	2,966	5,125	4,264	4,750	
01-710-6460-00	Life Insurance	826	990	1,000	990	1,000	
01-710-6490-00	Materials and Supplies	369	1,251	500	1,370	500	
01-710-6520-00	Medical Insurance	187,063	235,941	229,989	218,486	247,345	
01-710-6530-00	Medicare	11,326	12,424	14,105	13,510	16,011	
01-710-6535-00	Meeting Expense	2,279	583	1,500	1,500	1,500	
01-710-6540-00	Miscellaneous	103	573	500	500	500	
01-710-6555-00	Network	7,224	7,481	7,817	6,481	7,245	
01-710-6568-00	Occupational Health	966	(4,397)	750	388	1,000	
01-710-6570-00	Office Equipment	5,474	4,744	2,600	2,600	2,600	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Administration and Clearing Account Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Robert A. Duff Water Treatment Plant (Clearing/Home Account)</b>							
<i>Project: MWC-22-710RR</i>							
01-710-6580-00	Office Supplies	1,808	2,051	1,500	1,500	1,500	
01-710-6595-00	Payroll Expense	744,233	863,654	972,770	920,643	1,104,240	
01-710-6600-00	PERS Retirement	76,883	121,447	153,559	137,647	149,976	
01-710-6620-00	Postage	-	7	-	66	-	
01-710-6630-00	Printing	370	43	-	-	-	
01-710-6640-00	Professional License	565	1,165	2,000	2,000	2,000	
01-710-6650-00	Propane	-	-	-	-	-	
01-710-6680-00	Safety Equipment	110	5,112	500	500	3,000	
01-710-6685-00	Safety Program	-	1,553	500	-	1,000	
01-710-6690-00	Small Tools	304	-	500	500	500	
01-710-6700-00	Social Security	45,836	49,871	60,312	52,479	68,463	
01-710-6710-00	Software Purchase	5,680	1,867	2,560	2,060	11,610	
01-710-6715-00	Software Maintenance	13,516	14,873	24,780	23,580	30,815	
01-710-6720-00	Special Events	2,098	620	1,538	1,896	2,850	
01-710-6750-00	Telephone	41	-	-	-	-	
01-710-6770-00	Temporary Labor/Interns	-	-	5,125	5,125	-	
01-710-6780-00	Training	8,377	5,134	10,800	10,800	10,800	
01-710-6790-00	Uniforms	329	1,534	750	750	1,000	
01-710-6795-00	Vacation / Comp Time	(3,087)	19,463	10,000	38,425	10,500	
01-710-6805-00	Veba	38,264	16,500	30,602	31,767	36,028	
01-710-6810-00	Vehicle Expense	-	2,024	7,540	1,231	2,071	
01-710-6870-00	Website Expense	-	-	648	-	143	
01-710-6890-00	Wellness Program	519	222	246	238	780	
01-710-8000-00	Labor Clearing	(645,874)	(738,389)	(813,760)	(784,286)	(923,740)	
01-710-8001-00	Overhead Clearing - Duff Water Treatment Plant	(1,105,448)	(1,241,121)	(1,436,742)	(1,390,592)	(2,141,624)	
<b>Service Center (Clearing/Home Account)</b>							
<i>Project: MWC-22-730SC</i>							
01-730-6000-00	Advertising	846	1,727	1,665	926	2,736	
01-730-6005-00	Amortization Expense	38,976	38,976	38,976	-	40,029	
01-730-6010-00	Answering Service	2,878	3,253	3,000	3,703	4,000	
01-730-6015-00	Audits and Accounting	8,325	8,625	8,325	11,660	11,400	
01-730-6050-00	Board/Commissioner Expense	-	-	370	-	380	
01-730-6065-00	Cafeteria Expense	848	1,313	544	698	570	
01-730-6080-00	Cell Phone Expense	-	-	8,027	-	9,600	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Administration and Clearing Account Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Service Center (Clearing/Home Account)</b>							
<i>Project: MWC-22-730SC</i>							
01-730-6155-00	City Recorder	2,242	2,322	2,367	-	-	
01-730-6170-00	Computer Hardware Purchase	11,303	10,539	16,955	11,955	17,250	
01-730-6175-00	Computer Hardware Maintenance	4,186	-	4,329	2,329	4,440	
01-730-6200-00	Contract Services Expense	33,684	116,632	67,575	-	76,000	
	● SDC, Financial Plan & Rate Setting, Agent of Record, WIFIA, Bond Counsel and Advisory						
01-730-6215-00	Damages	743	12,882	7,400	825	9,500	
01-730-6230-00	Dental Insurance	37,847	37,837	43,425	37,462	38,791	
01-730-6245-00	Disability Expense	6,556	6,065	6,500	6,312	6,300	
01-730-6250-00	Dues and Subscriptions	9,590	6,159	7,500	10,460	7,400	
01-730-6280-00	Electricity	14,608	13,990	15,000	12,255	15,000	
01-730-6310-00	Equipment Expense	-	8	-	-	-	
01-730-6325-00	Franchise Tax	95,367	104,008	98,420	102,313	114,000	
01-730-6330-00	Freight Expense	-	747	-	290	500	
01-730-6345-00	Garbage	3,166	3,235	3,300	3,303	3,400	
01-730-6385-00	Insurance - Property	1,341	1,370	1,547	1,609	1,840	
01-730-6390-00	Insurance - Workers Comp	31,283	25,966	50,432	19,936	19,817	
01-730-6395-00	Insurance - General Liability	40,923	54,153	36,974	41,757	46,930	
01-730-6400-00	Internet	5,305	6,177	4,514	8,462	9,000	
01-730-6403-00	Inventory	-	-	-	-	-	
01-730-6404-00	Inventory Adjustments	2,769	4,327	-	206	-	
01-730-6405-00	Investment Expense	4,440	4,440	4,440	2,960	4,500	
01-730-6410-00	Janitorial	28,955	31,580	28,014	30,067	30,000	
01-730-6420-00	Labor Expense	818,379	921,797	841,516	935,107	2,071,896	
01-730-6421-00	Labor Expense - OT	3,081	2,505	2,063	20,406	4,380	
01-730-6450-00	Landscaping Expense	3,108	3,228	3,240	2,938	3,300	
01-730-6455-00	Legal	6,076	5,516	9,250	8,262	9,500	
01-730-6460-00	Life Insurance	2,063	1,988	2,100	2,020	2,000	
01-730-6490-00	Materials and Supplies	12,779	16,764	14,000	19,198	17,000	
01-730-6520-00	Medical Insurance	406,110	420,600	473,264	429,535	493,881	
01-730-6530-00	Medicare	22,563	22,526	24,351	24,223	27,520	
01-730-6535-00	Meeting Expense	-	422	400	-	400	
01-730-6540-00	Miscellaneous	844	4,551	500	191	500	
01-730-6550-00	Natural Gas	4,509	5,626	4,200	6,168	5,500	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Administration and Clearing Account Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Service Center (Clearing/Home Account)</b>							
<i>Project: MWC-22-730SC</i>							
01-730-6555-00	Network	13,364	13,839	14,109	12,621	14,490	
01-730-6565-00	Obsolescence	884	1,093	-	-	-	
01-730-6568-00	Occupational Health	3,410	2,300	2,500	3,158	5,000	
01-730-6570-00	Office Equipment	1,402	1,217	1,000	2,176	1,000	
01-730-6580-00	Office Supplies	3,625	2,892	2,750	1,852	2,800	
01-730-6595-00	Payroll Expense	1,610,017	1,569,663	1,679,392	1,704,121	1,822,964	
01-730-6600-00	PERS Retirement	232,477	274,626	306,506	302,120	349,385	
01-730-6620-00	Postage	-	7	-	128	-	
01-730-6630-00	Printing	58	39	-	-	-	
01-730-6640-00	Professional License	195	-	800	-	800	
01-730-6680-00	Safety Equipment	10,282	9,439	10,000	10,000	10,000	
01-730-6685-00	Safety Program	305	709	500	1,325	1,500	
01-730-6690-00	Small Tools	18,071	21,138	20,000	20,000	20,000	
01-730-6700-00	Social Security	93,343	89,186	104,122	99,640	117,674	
01-730-6710-00	Software Purchase	2,470	2,280	7,736	4,736	21,478	
01-730-6715-00	Software Maintenance	23,847	27,221	45,843	42,843	49,833	
01-730-6720-00	Special Events	2,420	1,783	2,775	3,791	5,700	
01-730-6730-00	Storm Drain	5,811	6,297	6,300	5,248	6,300	
01-730-6750-00	Telephone	7,279	10,176	4,800	9,835	10,000	
01-730-6770-00	Temporary Labor/Interns	-	2,848	9,250	1,282	-	
01-730-6780-00	Training	10,297	8,929	12,000	5,583	12,000	
01-730-6790-00	Uniforms	16,729	15,560	16,000	15,000	15,500	
01-730-6795-00	Vacation / Comp Time	4,724	44,390	10,000	77,502	10,500	
01-730-6805-00	Veba	27,400	27,950	49,688	33,200	63,306	
01-730-6810-00	Vehicle Expense	23,871	20,207	23,378	14,501	4,237	
01-730-6870-00	Website Expense	-	-	1,169	-	285	
01-730-6890-00	Wellness Program	939	354	444	463	1,440	
01-730-8000-00	Labor Clearing	(1,322,989)	(1,336,023)	(1,404,876)	(1,410,423)	(1,524,979)	
01-730-8001-00	Overhead Clearing	(2,098,073)	(2,176,515)	(2,760,670)	(2,940,129)	(4,130,475)	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Administration and Clearing Account Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Lausman Annex (Clearing/Home Account)</b>							
<i>Project: MWC-22-760AX</i>							
01-760-6000-00	Advertising	1,801	11,546	1,913	7,396	3,096	
01-760-6005-00	Amortization Expense	44,770	45,296	44,770	-	45,296	
01-760-6015-00	Audits and Accounting	10,660	10,368	9,563	14,333	12,900	
01-760-6020-00	Bad Debt Expense	-	0	-	-	-	
01-760-6030-00	Bank Fees	41	6,101	5,000	9,220	10,000	
01-760-6060-00	Cash Short	-	0	-	18	-	
01-760-6065-00	Cafeteria Expense	986	1,264	625	995	645	
01-760-6080-00	Cell Phone Expense	-	-	974	-	2,000	
01-760-6155-00	City Recorder	2,606	2,699	2,719	-	-	
01-760-6165-00	Board/Commissioner Expense	685	801	425	1,025	430	
01-760-6170-00	Computer Hardware Purchase	24,827	19,794	17,245	17,245	20,250	
01-760-6175-00	Computer Hardware Maintenance	5,052	3,513	5,031	4,131	5,160	
01-760-6200-00	Contract Services Expense	62,636	138,626	127,500	134,838	86,000	
	● SDC, Financial Plan & Rate Setting, Agent of Record, WIFIA, Bond Counsel and Advisory						
01-760-6213-00	Credit Card Processing Fees	203	371	-	482	-	
01-760-6215-00	Damages	-	-	8,500	-	10,750	
01-760-6230-00	Dental Insurance	37,146	40,547	45,754	42,280	42,857	
01-760-6245-00	Disability Expense	7,092	7,495	6,720	7,868	8,000	
01-760-6250-00	Dues and Subscriptions	16,040	15,035	25,000	24,091	25,000	
01-760-6280-00	Electricity	25,305	22,861	25,000	12,629	25,000	
01-760-6325-00	Franchise Tax	110,832	120,875	113,050	121,670	129,000	
01-760-6330-00	Freight Expense	795	482	1,500	251	1,000	
01-760-6385-00	Insurance - Property	309	303	357	355	410	
01-760-6390-00	Insurance - Workers Comp	36,672	29,933	15,283	23,275	3,526	
01-760-6395-00	Insurance - General Liability	40,215	36,779	43,350	49,657	53,105	
01-760-6400-00	Internet	9,134	12,483	5,185	13,685	11,000	
01-760-6405-00	Investment Expense	6,410	6,514	5,100	8,631	5,200	
01-760-6410-00	Janitorial	29,924	30,963	31,591	28,629	30,000	
01-760-6420-00	Labor Expense	425,976	657,066	493,466	551,460	1,132,822	
01-760-6421-00	Labor Expense - OT	11,386	21,911	2,466	6,254	-	
01-760-6430-00	Labor Overhead Applied - Annex	-	-	-	-	-	
01-760-6450-00	Landscaping Expense	3,504	3,624	3,372	3,313	3,500	



**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Administration and Clearing Account Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Lausman Annex (Clearing/Home Account)</b>							
<i>Project: MWC-22-760AX</i>							
01-760-6455-00	Legal	7,061	6,427	10,625	9,920	10,750	
01-760-6460-00	Life Insurance	2,229	2,319	2,500	2,342	2,600	
01-760-6485-00	Management Expense	-	1,042	-	-	-	
01-760-6490-00	Materials and Supplies	473	1,985	500	830	500	
01-760-6500-00	Meals	263	404	-	-	-	
01-760-6520-00	Medical Insurance	428,081	486,679	523,079	506,621	547,089	
01-760-6530-00	Medicare	25,596	28,544	31,771	30,643	33,060	
01-760-6535-00	Meeting Expense	5,205	4,788	6,500	-	6,500	
01-760-6540-00	Miscellaneous	675	3,179	1,000	1,801	1,000	
01-760-6550-00	Natural Gas	5,987	6,391	6,400	4,503	6,500	
01-760-6555-00	Network	15,532	16,084	16,206	15,009	16,397	
01-760-6568-00	Occupational Health	2,798	(763)	2,200	423	2,500	
01-760-6570-00	Office Equipment	17,945	14,708	2,650	4,905	4,000	
01-760-6580-00	Office Supplies	7,949	11,398	10,000	6,986	10,200	
01-760-6595-00	Payroll Expense	1,801,718	1,993,878	2,191,114	2,142,166	2,354,971	
01-760-6600-00	PERS Retirement	193,803	276,834	281,418	289,181	316,439	
01-760-6620-00	Postage	11	77	1,500	1,432	2,000	
01-760-6630-00	Printing	1,690	694	1,000	571	1,000	
01-760-6640-00	Professional License	-	-	500	50	500	
01-760-6680-00	Safety Equipment	138	161	250	2,805	250	
01-760-6685-00	Safety Program	229	(780)	500	-	2,000	
01-760-6700-00	Social Security	112,622	128,976	135,849	135,327	141,358	
01-760-6710-00	Software Purchase	4,814	9,249	5,504	5,004	24,962	
01-760-6715-00	Software Maintenance	31,252	35,427	56,277	55,277	59,228	
01-760-6720-00	Special Events	2,839	1,679	3,188	9,734	6,450	
01-760-6730-00	Storm Drain	3,593	3,962	4,150	3,311	4,150	
01-760-6750-00	Telephone	1,722	2,249	700	3,809	1,000	
01-760-6770-00	Temporary Labor/Interns	-	28,401	10,625	-	15,000	
01-760-6780-00	Training	25,275	13,693	24,300	2,583	24,300	
01-760-6783-00	Travel Expense	-	2,485	-	-	-	
01-760-6790-00	Uniforms	1,063	680	500	-	500	
01-760-6795-00	Vacation / Comp Time	27,264	26,298	10,000	(26,823)	10,500	
01-760-6805-00	Veba	30,100	39,768	82,260	115,201	73,854	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Administration and Clearing Account Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Lausman Annex (Clearing/Home Account)</b>							
<i>Project: MWC-22-760AX</i>							
01-760-6810-00	Vehicle Expense	1,737	741	1,061	295	1,363	
01-760-6870-00	Website Expense	-	-	1,343	528	323	
01-760-6885-00	Safety Program	-	61	-	-	-	
01-760-6890-00	Wellness Program	1,065	493	510	616	1,740	
01-760-8000-00	Labor Clearing	(1,532,486)	(1,730,459)	(1,849,614)	(1,780,596)	(1,907,283)	
01-760-8001-00	Overhead Clearing - Annex	(2,014,212)	(2,290,303)	(2,617,826)	(2,376,231)	(3,442,642)	
<b>Engineering - Maps and Records/Technical Assistance</b>							<b>\$ 1,009,618</b>
<i>Project: MWC-22-766MR</i>							
01-766-6170-00	Computer Hardware Purchase	-	370	-	-	-	
01-766-6175-00	Computer Hardware Maintenance	-	300	-	-	-	
01-766-6200-00	Contract Services Expense	-	388	-	419	-	
01-766-6400-00	Internet	555	83	-	-	-	
01-766-6420-00	Labor Expense	973,828	880,096	1,340,026	1,214,451	979,753	
01-766-6421-00	Labor Expense - OT	554	82	415	22,329	-	
01-766-6490-00	Materials and Supplies	5,884	2,696	2,000	1,652	4,400	
01-766-6540-00	Miscellaneous	53	52	400	168	400	
01-766-6665-00	Recording Fees	2,039	1,846	1,600	1,764	500	
01-766-6710-00	Software Purchase	-	100	-	-	-	
01-766-6715-00	Software Maintenance	23,246	26,382	30,000	27,000	24,565	
01-766-6810-00	Vehicle Expense	8,124	9,114	41,009	7,767	-	
<b>Public Information (DO NOT USE)</b>							<b>\$ -</b>
<i>Project: MWC-22-767PI</i>							
01-767-6000-00	Advertising	1,996	-	-	-	-	
01-767-6070-00	CCR, Newsletter & Misc. Info	15,725	15,804	-	-	-	
01-767-6270-00	Education Programs	120	-	-	-	-	
01-767-6290-00	Emergency Payment Assistance	8,576	10,580	-	-	-	
01-767-6420-00	Labor Expense	-	-	-	-	-	
01-767-6720-00	Special Events	1,664	863	-	-	-	
01-767-6870-00	Website	3,160	3,160	-	-	-	

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**DETAIL BUDGET - OPERATING EXPENSES**

**Administration and Clearing Account Expenses**

Account Number	Account Description	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Estimated 2020-21	Budget 2021-22	Budget Totals 2021-22
<b>Conservation</b>							<b>\$ 599,422</b>
<i>Project: MWC-22-769CO</i>							
01-769-6180-00	Conservation Grants	5,640	450	10,000	5,604	10,000	
01-769-6190-00	Conservation Incentives	11,878	21,810	20,000	10,319	20,000	
01-769-6250-00	Dues and Subscriptions	-	-	-	-	-	
01-769-6370-00	Grants/Partnerships/Donations	1,100	550	1,500	50	1,500	
01-769-6420-00	Labor Expense	299,656	327,516	446,638	279,219	508,430	
01-769-6421-00	Labor Expense - OT	922	-	-	-	1,657	
01-769-6490-00	Materials and Supplies	284	795	1,000	980	1,000	
01-769-6630-00	Printing	-	-	150	331	150	
01-769-6720-00	Special Events	62	15	1,100	-	-	
01-769-6770-00	Temporary Labor/Interns	6,975	10,412	15,253	13,252	9,600	
01-769-6810-00	Vehicle Expense	2,197	2,059	2,320	1,994	47,085	
<b>Engineering - Inspection and Patrolling (Underground Locates)</b>							<b>\$ 523,865</b>
<i>Project: MWC-22-770IP</i>							
01-770-6420-00	Labor Expense	216,320	259,756	317,671	358,972	440,869	
01-770-6421-00	Labor Expense - OT	13,288	13,586	12,851	15,111	22,895	
01-770-6465-00	Locate Expense	16,328	13,792	13,000	15,137	13,000	
01-770-6490-00	Materials and Supplies	2,840	356	250	5,893	1,000	
01-770-6770-00	Temporary Labor/Interns	-	75	-	-	-	
01-770-6810-00	Vehicle Expense	22,231	26,215	15,593	21,519	46,101	
<b>Transportation and Fleet Clearing</b>							<b>\$ (334,598)</b>
<i>Project: FL-22-"Various"</i>							
01-800-6200-00	Contract Services Expense	37,897	34,025	35,000	56,811	50,000	
	● City of Medford Fleet Services						
01-800-6350-00	Gas/Fuel - Equipment	2,212	4,063	4,500	3,082	4,500	
01-800-6360-00	Gas/Fuel - Fleet	71,002	61,665	75,000	54,664	70,000	
01-800-6380-00	Insurance - Auto & Equipment	15,372	17,794	14,891	20,516	19,500	
01-800-6420-00	Labor Expense	36,592	27,201	46,977	44,506	48,904	
01-800-6490-00	Materials and Supplies	90,875	86,005	100,000	88,816	105,000	
01-800-8002-00	Transportation Clearing	(473,807)	(508,796)	(594,607)	(469,936)	(632,502)	
<b>Totals</b>		<b>\$ 2,064,092</b>	<b>\$ 2,341,825</b>	<b>\$ 1,954,526</b>	<b>\$ 1,802,464</b>	<b>\$ 1,798,314</b>	<b>\$ 1,798,314</b>

**MEDFORD WATER COMMISSION  
OVERHEAD EXPENSE ALLOCATION  
BY CLEARING/HOME ACCOUNT**

<b>Overhead Expense Type</b>	<b>Allocation</b>	<b>Total</b>	<b>Duff</b>	<b>Service Center</b>	<b>Annex</b>
Advertising Expense	Shared	7,200.00	1,368.00	2,736.00	3,096.00
Amortization Expense	Shared	105,340.00	20,014.60	40,029.20	45,296.20
Answering Service	Direct	4,000.00	-	4,000.00	-
Audits/Accounting	Shared	30,000.00	5,700.00	11,400.00	12,900.00
Bank Fees	Direct	10,000.00	-	-	10,000.00
Board of Commissioners Expense	Shared	1,000.00	190.00	380.00	430.00
Cafeteria Plan Expense	Shared	1,500.00	285.00	570.00	645.00
Cell Phone Expense	Direct	11,600.00	-	9,600.00	2,000.00
Computer Hardware Purchase	Direct	42,500.00	5,000.00	17,250.00	20,250.00
Computer Hardware Maintenance/Support	Direct	12,000.00	2,400.00	4,440.00	5,160.00
Contract Services Expense	Shared	200,000.00	38,000.00	76,000.00	86,000.00
Damages/Deductible	Shared	25,000.00	4,750.00	9,500.00	10,750.00
Dental Insurance	Direct	100,662.43	19,013.94	38,791.02	42,857.47
Disability Expense	Shared	17,800.00	3,500.00	6,300.00	8,000.00
Dues and Subscriptions	Direct	38,520.00	6,120.00	7,400.00	25,000.00
Electricity	Direct	40,000.00	-	15,000.00	25,000.00
Franchise Fee	Shared	300,000.00	57,000.00	114,000.00	129,000.00
Freight Expense	Direct	1,500.00	-	500.00	1,000.00
Garbage	Direct	3,400.00	-	3,400.00	-
Insurance - Workers Compensation	Direct	35,346.78	12,003.18	19,817.13	3,526.47
Insurance - General Liability	Shared	123,500.00	23,465.00	46,930.00	53,105.00
Insurance - Property	Direct	2,250.00	-	1,840.00	410.00
Internet (hot spots)	Shared	29,500.00	9,500.00	9,000.00	11,000.00
Investment Expense	Shared	12,200.00	2,500.00	4,500.00	5,200.00
Janitorial	Direct	61,000.00	1,000.00	30,000.00	30,000.00
Labor Expense (chargeable time)	Direct	4,338,548.30	1,133,830.42	2,071,895.98	1,132,821.90
Labor Expense - OT (chargeable time)	Direct	4,379.61	-	4,379.61	-
Landscaping Expense	Direct	6,800.00	-	3,300.00	3,500.00
Legal	Shared	25,000.00	4,750.00	9,500.00	10,750.00
Life Insurance	Direct	5,600.00	1,000.00	2,000.00	2,600.00
Materials and Supplies	Direct	18,000.00	500.00	17,000.00	500.00
Medical Insurance	Direct	1,288,315.00	247,344.90	493,881.46	547,088.64
Medicare	Direct	76,591.54	16,011.49	27,520.48	33,059.57

(continued)

**MEDFORD WATER COMMISSION  
OVERHEAD EXPENSE ALLOCATION  
BY CLEARING/HOME ACCOUNT**

Overhead Expense Type	Allocation	Total	Duff	Service Center	Annex
Meeting Expense	Shared	8,400.00	1,500.00	400.00	6,500.00
Miscellaneous	Direct	2,000.00	500.00	500.00	1,000.00
Natural Gas	Direct	12,000.00	-	5,500.00	6,500.00
Network/Tech Services	Shared	38,131.88	7,245.06	14,490.12	16,396.71
Occupational Health	Direct	8,500.00	1,000.00	5,000.00	2,500.00
Office Equipment	Direct	7,600.00	2,600.00	1,000.00	4,000.00
Office Supplies	Direct	14,500.00	1,500.00	2,800.00	10,200.00
Payroll Expense (Reg Salaries + OT)	Direct	5,282,174.99	1,104,240.50	1,822,963.86	2,354,970.63
PERS	Direct	815,800.59	149,976.44	349,385.17	316,438.98
Postage	Direct	2,000.00	-	-	2,000.00
Printing	Direct	1,000.00	-	-	1,000.00
Professional License	Direct	3,300.00	2,000.00	800.00	500.00
Safety Equipment	Direct	13,250.00	3,000.00	10,000.00	250.00
Safety Program	Direct	4,500.00	1,000.00	1,500.00	2,000.00
Small Tools/Equipment	Direct	20,500.00	500.00	20,000.00	-
Social Security	Direct	327,494.85	68,462.91	117,673.76	141,358.18
Software Purchase	Both	58,049.40	11,610.00	21,477.90	24,961.50
Software Maintenance	Both	139,876.15	30,815.23	49,833.18	59,227.74
Special Events	Shared	15,000.00	2,850.00	5,700.00	6,450.00
Storm Drain/Street Fees	Direct	10,450.00	-	6,300.00	4,150.00
Telephone	Direct	11,000.00	-	10,000.00	1,000.00
Temporary Labor	Direct	15,000.00	-	-	15,000.00
Training	Direct	47,100.00	10,800.00	12,000.00	24,300.00
Uniforms	Direct	17,000.00	1,000.00	15,500.00	500.00
HRA Veba	Direct	173,187.84	36,028.20	63,305.70	73,853.94
Vacation Expense	Direct	31,500.00	10,500.00	10,500.00	10,500.00
Vehicle Expense	Direct	7,670.80	2,070.80	4,237.00	1,363.00
Website	Shared	750.00	142.50	285.00	322.50
Wellness Program	Shared	3,960.00	780.00	1,440.00	1,740.00
		\$ 14,070,750.16	\$ 3,065,368.17	\$ 5,655,452.55	\$ 5,349,929.44

**Overhead % by Home Account**

**170.6%**

**197.2%**

**134.4%**

	Total	Duff	Service Center	Annex
Number of Employees by Location	66	13	24	29
% Employees by Location	100%	20%	36%	44%





# Capital Expenditures

Capital Expenditures  
Ten Year Capital Plan

**DANGER**  
CRANE  
SWING



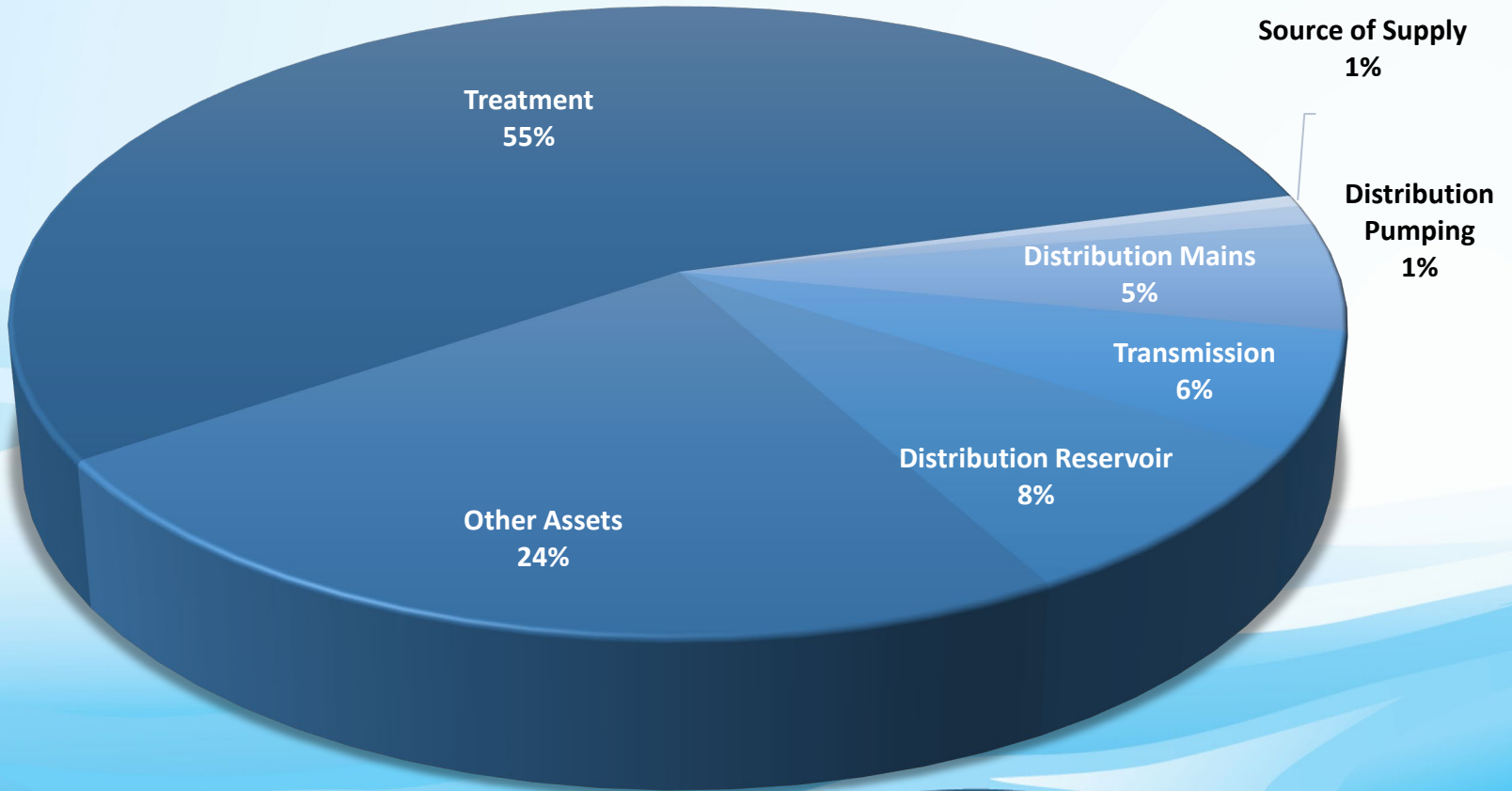
# Capital Expenditures 2021-22

• Source of Supply	\$105,000
• Treatment	\$10,061,000
• Transmission	\$1,105,000
• Distribution Mains	\$1,010,000
• Distribution Pumping	\$185,000
• Distribution Reservoir	\$1,440,000
• Other Assets	\$4,287,000

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<b>Total CIP Expenditures</b>	<b>\$18,193,000</b>
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# Capital Expenditures 2021-22



## 10 Year Capital Expenditures 2021-22 – 2030-31

• Source of Supply	\$4,617,726
• Treatment	\$61,529,153
• Transmission	\$22,619,285
• Distribution Mains	\$11,531,760
• Distribution Pumping	\$1,701,454
• Distribution Reservoir	\$52,905,973
• Other Assets	\$35,034,169

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<b>Total CIP Expenditures</b>	<b>\$189,939,524</b>
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# Capital Expenditures

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Capital Expenditures  
Ten Year Capital Plan

**DANGER**  
CRANE  
SWING



# Ten Year Capital Plan

Capital Expenditures	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31
Source of Supply	105,000	-	-	-	-	-	-	413,527	4,099,200	-
Treatment	10,061,000	4,159,455	10,648,153	9,453,508	1,537,886	5,437,995	7,341,673	5,041,127	2,850,140	4,998,218
Transmission	1,105,000	12,974,199	3,605,974	-	-	-	-	-	452,376	4,481,736
Distribution Mains	1,010,000	1,250,545	1,261,556	972,787	984,243	1,152,788	1,107,846	1,340,068	1,158,495	1,293,433
Distribution Pumping	185,000	1,457,341	11,788	-	-	-	-	47,326	-	-
Distribution Reservoirs	1,440,000	12,817,320	12,280,674	6,886,179	7,246,883	3,695,910	1,913,913	4,022,697	2,299,578	302,820
Other Assets	4,287,000	11,418,559	8,681,712	8,094,487	803,277	213,307	436,568	235,255	440,211	423,794
Totals:	\$ 18,193,000	\$ 44,077,419	\$ 36,489,856	\$ 25,406,960	\$ 10,572,289	\$ 10,500,000	\$ 10,800,000	\$ 11,100,000	\$ 11,300,000	\$ 11,500,000

The background features a close-up of blue water with shimmering ripples. Overlaid on this are several geometric shapes: a large dark blue triangle in the top right, a medium blue triangle in the bottom left, and a light blue triangle in the bottom left corner, all outlined in white.

# **Long Term Financial Planning**

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Ten Year Financial Plan  
Current and Future Plans  
Fund Balance Analysis



# Long Term Financial Planning

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In order to serve the community with a reliable, high-quality water supply now and for future generations, the Commission continuously plans ahead and makes adjustments to the budget as needed. The Ten-Year Financial Plan is within the Commission's Comprehensive Financial Management Policy and outlined below.

## Ten-Year Financial Plan

- i. The Commission recognizes the many benefits of long-range financial forecasting including the early identification of potential fiscal constraints related to revenue and expenditure trends, the need to incorporate the impact of capital projects within the operating budget, and the need to maintain adequate resources during economic downturns to sustain system reliability and ensure the continued delivery of high quality drinking water. Accordingly, the Commission shall develop and maintain a Ten-Year Financial Plan that projects resources and requirements beyond the scope of the current budget period. The purpose of the plan is to provide long term context for annual decisions that will be made in conjunction with the Cost of Service Study, the annual Budget and the Ten-Year Capital Plan.

The Ten-Year Plan will:

- 1. Provide the Board with the projected long-term fiscal impact of current policies and budget decisions;
  - 2. Recognize the effects of economic cycles, growth, and inflation on the demand for services and Commission resources;
  - 3. Provide revenue and expenditure projections, including the operating budget impacts of all planned capital expenditures;
  - 4. Differentiate between revenues and expenditures associated with one-time fiscal activities;
  - 5. Identify the impact to overall rate levels for both retail and wholesale customers;
  - 6. Provide insight into whether the current mix of resources and requirements are enough to cover current service levels into the future; and
  - 7. Allow staff and Commissioners to test "what if" scenarios and examine the financial impact of such scenarios on future years.
- ii. The Ten-Year Financial Plan will be updated annually at the time of the Cost of Service Study. Any unexpected changes in economic conditions or circumstances may prompt more frequent updates. Any significant changes shall be reported to the Commission Management Team, General Manager, and the Board of Water Commissioners.

The background features a close-up of blue water with shimmering ripples. Overlaid on the right side are several geometric shapes: a large dark blue triangle pointing upwards, a medium blue triangle pointing downwards, and a light blue triangle pointing downwards, all outlined in white.

# **Long Term Financial Planning**

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Ten Year Financial Plan  
Current and Future Plans  
Fund Balance Analysis

## Current and Future Plans

The Medford Water Commission is in the process of obtaining debt funding for the Rogue Valley Water Resiliency Project. The purpose of the project is to provide a more resilient water supply system and to increase water quality to meet the growing needs of the Rogue Valley and the requirements of the Oregon Resiliency Plan.

**Estimated total cost (in today's dollars):** \$113.7 million divided between four water delivery projects. The cost is still being refined and is likely to be increased due to the ongoing rise in costs of construction materials and related activities.

- \$55.3 million: Expansion of the Duff Water Treatment Plant ("Duff WTP") and conveyance
- \$9.5 million: Water Quality Improvement Project at Duff WTP and Big Butte Springs
- \$26.2 million: Rebuilding Capital Hill Reservoir Facility
- \$22.8 million: New 8 mg Coker Butte Reservoir and conveyance

Funding for these projects will be from a combination of Water Infrastructure Finance and Innovation Act (WIFIA) loan, Revenue Bonds, Rates and Fees and from existing funds that have been set aside for this purpose.

The Commission expects to successfully accomplish the project based upon the following:

- Very low debt burden
- Strong management guided by comprehensive financial policies
- Diverse, largely residential customer base
- Strong competitive position with multiple sources of supply
- History of regular rate increases, with room to grow to accommodate planned borrowings
- Proactive investment in system capacity and resiliency

The funding for the projects may occur in the middle of 2021-22 fiscal year and project design and development shortly thereafter.

Estimated Sources and Uses of Funds	
Sources	
WIFIA Loan	\$55,710,770.00
Revenue Bonds	\$22,500,000.00
Borrower Cash	\$31,363,679.52
Previously Incurred Eligible Costs*	\$4,121,000.00
<b>TOTAL SOURCES</b>	<b>\$113,695,449.52</b>
Uses	
Construction	\$99,856,066.90
Design	\$10,891,110.23
Planning	\$2,948,272.39
<b>TOTAL USES</b>	<b>\$113,695,449.52</b>



The background features a close-up of blue water with shimmering ripples. Overlaid on this are several geometric shapes: a large dark blue triangle in the top right, and two overlapping triangles in the bottom left, one dark blue and one light blue, both outlined in white.

# **Long Term Financial Planning**

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Ten Year Financial Plan  
Current and Future Plans  
Fund Balance Analysis

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**Fund Balance Analysis**

**Water Fund**

\* From 4/22/21 WIFIA Proforma Calculation. SUBJECT TO CHANGE

<b>Fiscal Year</b>	<b>Capital Cost from 10 year CIP Plan</b>	<b>Beginning Balance</b>	<b>Water Revenue</b>	<b>FWTP Revenue</b>	<b>FWRD Revenue</b>	<b>SDC's and Other Operating Revenue</b>	<b>Operating and Other Expense</b>	<b>Loan and Bond Proceeds</b>	<b>Loan and Bond Payments</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Capital Outlay</b>	<b>Adjusted Ending Balance</b>
13-14	4,871,900	5,654,793	9,645,087	578,317	500,193	1,418,402	(8,270,284)	-	-	1,243,540	(1,223,061)	(4,871,900)	4,675,087
14-15	4,751,046	4,675,087	10,377,815	547,884	394,922	4,388,739	(8,442,484)	-	-	3,252,416	(1,217,805)	(4,751,046)	9,225,528
15-16	6,527,816	9,225,528	11,748,355	609,777	397,880	2,593,593	(8,909,638)	-	-	-	(1,282,657)	(6,527,816)	7,855,022
16-17	8,224,836	7,855,022	12,749,923	601,078	355,037	2,323,715	(9,291,298)	-	-	2,122,828	(1,486,115)	(8,224,836)	7,005,354
17-18	7,636,072	7,096,553	14,510,119	594,868	354,933	2,090,071	(9,948,654)	-	-	2,500,000	(949,801)	(7,636,072)	8,612,017
18-19	5,694,475	8,612,017	16,794,082	600,000	400,000	3,254,187	(10,866,836)	-	-	-	(3,213,782)	(5,473,021)	10,106,646
19-20	7,090,651	10,106,646	16,965,007	562,423	338,813	3,151,049	(11,818,682)	-	-	-	(2,176,236)	(7,090,651)	10,038,369
20-21	8,601,568	10,038,369	19,500,000	600,000	400,000	1,925,000	(11,770,123)	-	-	-	(2,275,000)	(8,601,568)	9,816,678
21-22	18,193,000	9,816,678	20,000,000	600,000	-	1,977,250	(12,123,227)	-	-	3,000,000	-	(18,193,000)	5,077,701
22-23	44,077,419	5,077,701	21,804,321	-	-	2,634,110	(13,542,074)	28,000,000	(2,154,544)	10,000,000	-	(44,077,419)	7,742,095
23-24	36,489,856	7,742,095	23,294,543	-	-	2,645,331	(13,889,179)	34,000,000	(3,611,179)	-	(7,000,000)	(36,489,856)	6,691,756
24-25	25,406,960	6,691,756	24,677,745	-	-	2,656,664	(14,245,783)	23,000,000	(4,462,742)	-	(5,000,000)	(25,406,960)	7,910,680
25-26	10,572,289	7,910,680	25,981,992	-	-	2,668,111	(14,612,152)	6,000,000	(4,267,742)	-	(5,000,000)	(10,572,289)	8,108,601
26-27	10,500,000	8,108,601	26,916,765	-	-	2,679,672	(14,988,550)	6,000,000	(4,267,742)	-	(5,000,000)	(10,500,000)	8,948,747
27-28	10,800,000	8,948,747	27,700,245	-	-	2,691,349	(15,375,258)	6,000,000	(4,267,742)	-	(7,000,000)	(10,800,000)	7,897,341
28-29	11,100,000	7,897,341	28,506,700	-	-	2,703,142	(15,772,557)	4,088,091	(4,267,742)	-	(7,000,000)	(11,100,000)	5,054,976
29-30	11,300,000	5,054,976	29,336,555	-	-	2,715,054	(16,180,753)	-	(5,338,333)	1,000,000	-	(11,300,000)	5,287,499

**MEDFORD WATER COMMISSION**  
**Fiscal Year 2021-22**  
**Fund Balance Analysis**

**Water Construction Fund**

\* From 4/22/21 WIFIA Proforma Calculation. SUBJECT TO CHANGE

<b>Fiscal Year</b>	<b>Beginning Balance</b>	<b>Resources</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Ending Balance</b>
13-14	10,424,579	60,138	-	(1,243,540)	9,241,177
14-15	9,241,177	58,657	-	(3,252,416)	6,047,418
15-16	6,047,418	50,005	-	-	6,097,423
16-17	6,097,423	17,734	500,000	(2,025,199)	4,589,958
Actual 17-18	4,589,958	19,142	-	(2,500,000)	2,109,100
Actual 18-19	2,109,100	59,002	2,000,000	-	4,168,102
Actual 19-20	4,168,102	114,623	1,000,000	-	5,282,725
Estimated 20-21	5,282,725	335,269	17,582,764	-	23,200,758
Budgeted 21-22	23,200,758	638,021	-	(3,000,000)	20,838,779
22-23	20,838,779	573,066	-	(10,000,000)	11,411,845
23-24	11,411,845	313,826	7,000,000	-	18,725,671
24-25	18,725,671	514,956	5,000,000	-	24,240,627
25-26	24,240,627	666,617	5,000,000	-	29,907,244
26-27	29,907,244	822,449	5,000,000	-	35,729,693
27-28	35,729,693	982,567	7,000,000	-	43,712,260
28-29	43,712,260	1,202,087	7,000,000	-	51,914,347





## Contact

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MEDFORD WATER

[www.medfordwater.org](http://www.medfordwater.org)