



This meeting will be held in person, but you may attend virtually; see the instructions on page 2.

AGENDA

11:30 a.m. LUNCH

11:45 a.m. STUDY SESSION – Cost of Service Study Presentation - Part II of II (Beau Belikoff
Finance Manager, Shawn Koorn and Kevin Lorentzen HDR, Inc.)

12:15 p.m. BOARD MEETING

1. Roll Call

2. Pledge of Allegiance

3. Comments from the Audience

Comments will be limited to 4 minutes per individual, group, or organization; please state your name and organization (if applicable) when prompted.

4. Consent Calendar

4.1 Approval or Correction of the Minutes of the Last Regular Meeting of November 5, 2025

4.2 Quarterly Letter to Mayor and Council

5. Items Removed from Consent Calendar

6. Leadership Team Reports

Leadership Team staff will be present and may provide information: Engineering Manager Brian Runyen, Finance Manager Beau Belikoff, Water Operations Manager Dan Perkins, Information Technology Manager Kris Stitt, Human Resources Manager Tanya Haakinson, Water Resources & Customer Service Manager Julie Smitherman, and General Manager Brad Taylor.

7. EXECUTIVE SESSION Pursuant to ORS 192.660(2)(h): Which Allows the Commission to Meet in Executive Session to Consult With Counsel Concerning the Legal Rights and Duties of a Public Body With Regard to Current Litigation or Litigation Likely to Be Filed

8. To Consider Matters of Executive Session and Provide Direction as Needed

9. Propositions and Remarks from the Commissioners

10. Adjourn

DATES TO REMEMBER*					
DATE	DAY	TYPE OF MEETING	STUDY SESSION TOPIC	REGULAR MEETING	LOCATION
<i>Thursday & Friday, November 27 & 28, 2025 – Offices closed in observance of the Thanksgiving Holiday</i>					
12/03/25	Wed	Board Meeting	JC/MW Bulk Water Sales Update and Intermediate Water User Update	12:15 p.m.	Prescott Room, Police Dept
12/17/25	Wed	Board Meeting	Annual Audit	12:15 p.m.	Prescott Room, Police Dept

*Meeting dates, times, and locations are subject to change.

INSTRUCTIONS FOR ATTENDING THIS MEETING VIRTUALLY



To join by computer, click the following link:

https://us02web.zoom.us/webinar/register/WN_25XwX9rrSYyi2qsmngdmEA

Meeting passcode: 484469



To join by phone, call:

(669) 900-6833

Meeting ID Number: 818 0360 0852

Meeting passcode: 484469



Memorandum

TO: Commissioners David Wright, Jason Anderson, John Dailey, Bob Mylenek, and Bob Strosser
FROM: Brad Taylor, General Manager
DATE: Wednesday, November 19, 2025
SUBJECT: Item 4.2 – Quarterly Letter to the Mayor and City Council
OBJECTIVE: Board Approval

Issue

The letter to the Mayor and City Council for the first quarter of Fiscal Year 2025-26 along with the financials, Consumption Report, and Watershed Report.

Discussion

Medford Water is required by Section 19 of the Medford Charter to make full reports of the business transacted by it and of the condition of its funds once every three months to the City Council. If the board members agree to the contents of the letter for the first quarter of FY25-26, the Chair and General Manager will sign, and it will be forwarded to the Mayor and Council members.

Financial Impact

n/a

Requested Board Action

Approve contents of the first quarter's letter to the Mayor and City Council.



November 19, 2025

Mayor Michael Zarosinski and City Council
City of Medford, Oregon
411 West 8th St.
Medford, Oregon 97501

Honorable Mayor and Council Members:

Attached are Medford Water's quarterly financial reports for the first quarter of Fiscal Year 2025–26, along with the Consumption and Watershed Reports.

Highlights from the first quarter include the following:

- Issued a contract with TRC Construction, LLC for construction and repair services for Willow Lake Spillway repairs.
- Adopted changes to System Development charges in August.
- Awarded a contract with Consor North America for consulting services to update our Water System Master Plan and our Water Management and Conservation Plan
- Issued contracts for logging services and log purchase agreements from work in the Big Butte Springs watershed consistent with our Board adopted Forest Management Plan.

If the Mayor or Council members have any questions, feel free to contact our office at any time, or Nick Card, Council Liaison.

Sincerely,

David Wright, Chair
Board of Medford Water Commissioners

Brad Taylor, General Manager
Medford Water

Attachments

Medford Water Commission
Income Statement
September 30, 2025

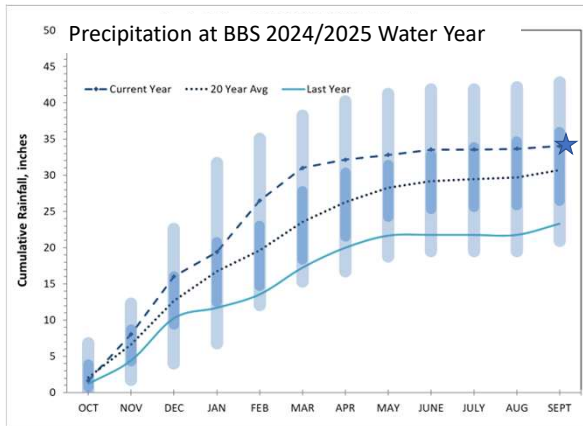
	Water Fund	Construction Fund	Bond Project Fund	Total Current	Total Prior	Total Year to Date	Total Prior Year to Date
Operating Revenues							
Residential Sales Inside Gallonage	\$ 1,127,009	\$ -	\$ -	\$ 1,127,009	\$ 983,740	\$ 3,838,379	\$ 3,360,023
Commercial Sales Inside Gallonage	390,675.72	-	-	390,675.72	354,985	1,275,227	1,159,626
Industrial Sales Inside Gallonage	9,987.32	-	-	9,987.32	9,861	23,023	22,246
Base Charges Inside	740,545.13	-	-	740,545.13	633,960	2,219,197	1,903,359
High Elevation Charges	65,091.45	-	-	65,091.45	54,602	200,274	170,506
Fire Services Inside	42,782.74	-	-	42,782.74	35,744	127,773	107,255
Residential Sales Outside Gallonage	146,336.72	-	-	146,336.72	133,039	570,183	494,540
Commercial Sales Outside Gallonage	81,619.26	-	-	81,619.26	74,801	304,671	263,908
Industrial Sales Outside Gallonage	195,135.02	-	-	195,135.02	189,339	652,819	616,222
Base Charges Outside	162,348.95	-	-	162,348.95	139,324	486,564	417,002
Fire Services Outside	14,027.41	-	-	14,027.41	11,221	40,645	33,663
Sales to Other Utilities	345,048.60	-	-	345,048.60	343,146	1,221,525	1,180,275
Miscellaneous Collections	48,674.12	-	-	48,674.12	36,142	135,972	97,707
Connections/Installations	122,831.96	-	-	122,831.96	55,889	257,350	179,360
Total Operating Revenues	3,492,113.79	-	-	3,492,113.79	3,055,792	11,353,603	10,005,690
Operating Expenses							
Source of Supply	74,213	-	-	74,213	47,521	282,941	198,664
Supply Pumping	117,611	-	-	117,611	93,639	367,567	336,641
Purification	317,033	-	-	317,033	269,644	1,221,991	1,193,465
Transmission	53,453	-	-	53,453	14,851	117,109	139,247
Distribution Pumping	57,210	-	-	57,210	45,465	184,967	157,822
Distribution	409,274	-	-	409,274	257,696	1,407,927	866,255
Customer Service, Collection & Meter Reading	197,612	-	-	197,612	217,963	793,722	875,726
Administrative & General	172,747	-	0	172,748	114,728	529,465	455,257
Connections/Installations	88,900	-	-	88,900	81,755	215,742	194,511
Total Operating Expenses	1,488,054	-	0	1,488,054	1,143,261	5,121,431	4,417,588
Operating Income Before Depreciation	2,004,060	-	(0)	2,004,060	1,912,531	6,232,172	5,588,103
Depreciation	507,390	-	26,551	533,941	422,840	1,602,430	1,267,240
Total Operating Income	1,496,670	-	(26,551)	1,470,119	1,489,692	4,629,742	4,320,862
Non Operating Revenues (Expenses)							
Charges in Lieu of Assessments	-	-	-	-	-	-	-
Investment Revenue	56,638	77,917	61,615	196,170	274,728	538,513	697,277
Grant Revenue	-	-	-	-	-	25,962	-
Forest Product Revenue	-	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	13,940,000	43,227,485
Miscellaneous Revenue	15,178	-	-	15,178	44,693	122,755	44,866
Loss on Disposal of Assets	(283)	-	-	(283)	(10,448)	(283)	(12,917)
FWRD Expense	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	(919,125)	-
Total Non Operating Revenues (Expenses)	71,533	77,917	61,615	211,065	308,974	13,707,822	43,956,711
Income Before Contributions	1,568,203	77,917	35,064	1,681,184	1,798,666	18,337,564	48,277,573
Capital Contributions							
System Development Charges	137,328	-	-	137,328	18,746	416,303	195,835
Developer Donations (Capitalized)	346,308	-	-	346,308	27,891	464,815	511,849
Total Income from Contributions	483,636	-	-	483,636	46,638	881,118	707,684
Net Income	\$ 2,051,839	\$ 77,917	\$ 35,064	\$ 2,164,820	\$ 1,845,304	\$ 19,218,682	\$ 48,985,257

Medford Water Commission
Balance Sheet
September 30, 2025

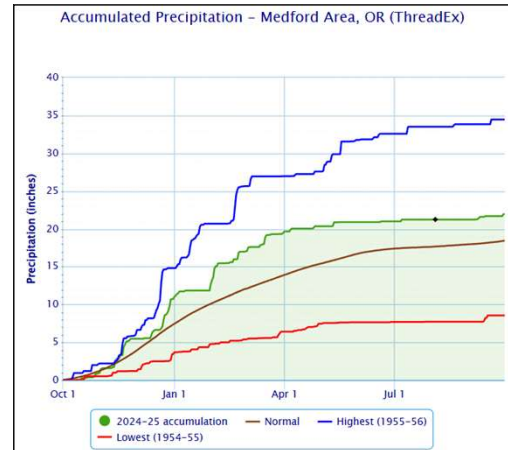
	Water Fund	Construction Fund	Bond Project Fund	Total	Prior Year
Assets					
Current Assets					
Cash	\$ 2,071,794	\$ -	\$ 901,294	\$ 2,973,088	\$ 1,519,134
Revolving Fund Cash	2,940	-	-	2,940	2,963
Cafeteria Plan Cash	9,519	-	-	9,519	4,029
Short Term Investments	15,891,219	11,045,204	19,193,749	46,130,171	46,112,478
Short Term Investments- Future Main Replacements	-	4,274,632	-	4,274,632	4,073,586
Short Term Investments- Future Treatment and Transport	-	627,896	-	627,896	387,322
Short Term Investments- Future Water Rights Development	-	5,260,671	-	5,260,671	5,013,249
Short Term Investments- Vernal Pool Management	-	158,089	-	158,089	150,653
Short Term Restricted Investments	1,243,941	-	-	1,243,941	2,839,048
Short Term Restricted Investments - Retainage	559,440	-	1,464,312	2,023,752	-
SDC Investments	-	-	-	-	-
Notes Receivable	1,484,500	-	-	1,484,500	1,642,444
Accounts Receivable	4,716,764	-	-	4,716,764	4,073,533
Accounts Receivable - Misc.	1,964,189	-	15,015	1,979,204	698,437
Cafeteria Plan Receivable	9,782	-	-	9,782	8,042
Inventory	2,147,066	-	-	2,147,066	1,884,992
Work in Progress	354,958	-	-	354,958	812,450
Prepaid Expenses	318,739	-	-	318,739	300,421
Other Current Assets	24,581	-	-	24,581	7,037
Total Current Assets	30,799,432	21,366,491	21,574,370	73,740,293	69,529,819
Fixed Assets					
Utility Plant / Service	308,763,606	-	17,640,549	326,404,154	239,301,838
Construction in Progress	25,904,386	-	36,289,271	62,193,657	101,268,947
Accumulated Depreciation	(82,133,733)	-	(80,526)	(82,214,259)	(77,067,967)
Total Fixed Assets	252,534,258	-	53,849,294	306,383,552	263,502,818
Total Assets	\$ 283,333,690	\$ 21,366,491	\$ 75,423,664	\$ 380,123,845	\$ 333,032,637
Liabilities & Fund Equity					
Current Liabilities					
Accounts Payable	\$ 1,208,545	\$ -	\$ 1,899,624	\$ 3,108,170	\$ 4,199,539
Retainage Payable	562,591	-	1,528,612	2,091,203	2,739,836
Customer Deposits	210,498	-	-	210,498	125,617
Miscellaneous Deposits	-	-	-	-	-
Construction Deposits	677,805	-	-	677,805	856,641
Miscellaneous Payable	140,081	-	-	140,081	166,073
Water Districts Payable	16,810	-	-	16,810	26,473
Accrued Vacation	917,724	-	-	917,724	864,681
Cafeteria Plan Payable	9,519	-	-	9,519	4,029
Other Current Liabilities	(25)	-	-	(25)	3,725
Total Current Liabilities	3,743,548	-	3,428,237	7,171,785	8,986,614
Fund Equity					
Retained Earnings	274,619,694	21,124,686	57,988,998	353,733,379	275,060,765
Total Fund Equity	274,619,694	21,124,686	57,988,998	353,733,379	275,060,765
Net Income - Fiscal YTD	18,910,448	241,805	66,429	19,218,682	48,985,257
Fund Transfers In (Out)	(13,940,000)	-	13,940,000	-	-
Total Liabilities & Fund Equity	\$ 283,333,690	\$ 21,366,491	\$ 75,423,664	\$ 380,123,845	\$ 333,032,637

Watershed Precipitation 2024-25 Water Year Recap (Oct 1st – Sept. 30th)

Big Butte Springs 34 inches = 12% Above Normal



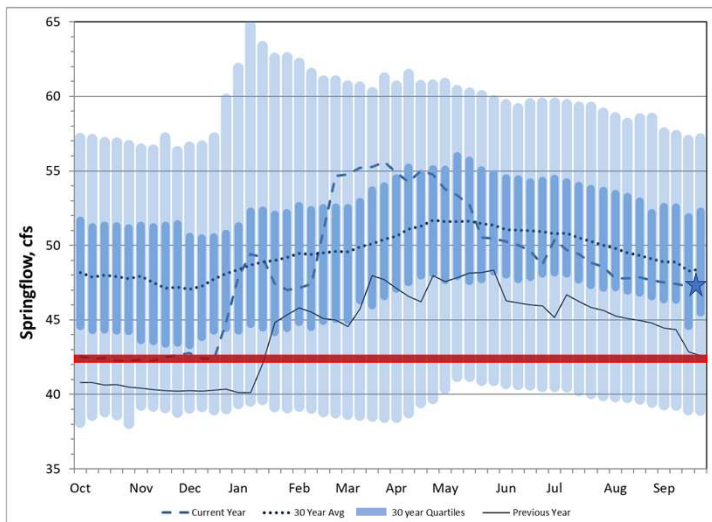
Medford Area 22 inches = 18% Above Normal



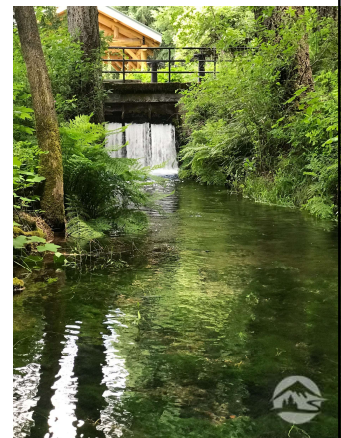
BBS Springflow

2024-25 Water Year Recap (Oct 1st – Sept. 30th)

Finished the water year at two full pipes - first time since 2019



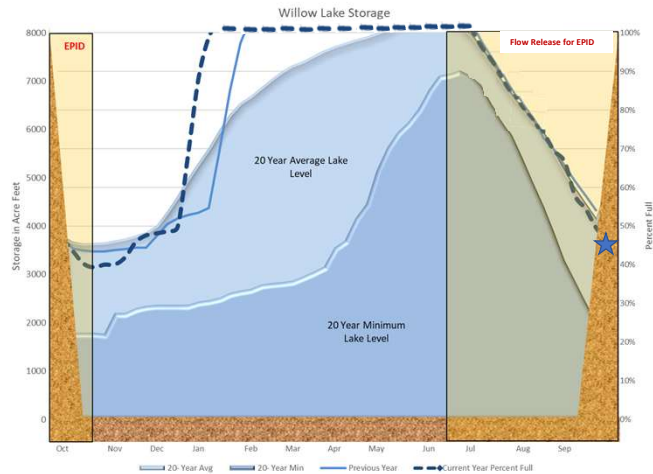
Minimum
flow for 2
full pipes



Willow Lake Storage

2024-25 Water Year (Oct 1st – Sept. 30th)

- EPID ended their irrigation season on Oct 10th



Willow Lake April 2025





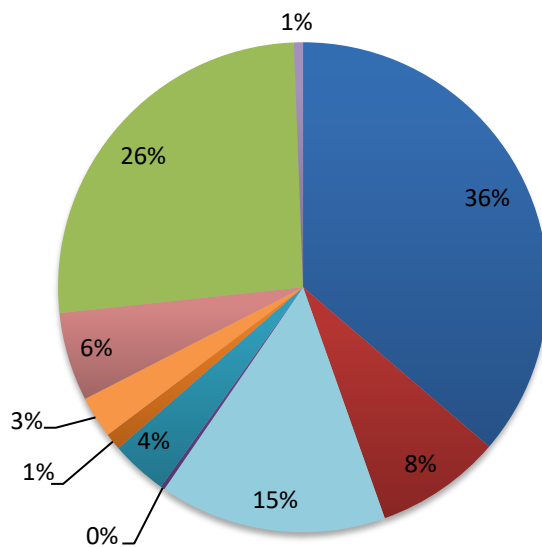
WATER CONSUMPTION - THOUSANDS OF GALLONS

	CONSUMPTION JUL - SEPT 2025	CONSUMPTION JUL - SEPT 2024	CHANGE IN CONSUMPTION
INSIDE SINGLE-FAMILY RESIDENTIAL	1,442,034	1,456,211	-0.97%
INSIDE MULTIPLE-FAMILY RESIDENTIAL	330,773	324,812	1.84%
INSIDE COMMERCIAL	596,117	621,548	-4.09%
INSIDE INDUSTRIAL	10,860	12,090	-10.17%
OUTSIDE SINGLE-FAMILY RESIDENTIAL	148,796	149,255	-0.31%
OUTSIDE MULTIPLE-FAMILY RESIDENTIAL	43,990	41,975	4.80%
OUTSIDE COMMERCIAL	110,051	109,631	0.38%
OUTSIDE INDUSTRIAL	232,303	252,550	-8.02%
SALES TO OTHER UTILITIES	1,037,178	1,109,080	-6.48%
SALES TO WATER DISTRICTS	23,048	23,781	-3.08%
TOTAL WATER CONSUMPTION	3,975,150	4,100,933	-3.07%

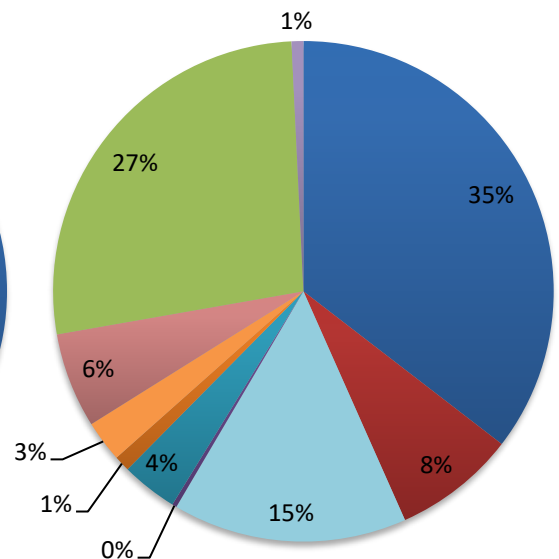
**Percentage of Total
Consumption
for Quarter**

- INSIDE SFR
- INSIDE MFR
- INSIDE COM.
- INSIDE IND.
- OUTSIDE SFR
- OUTSIDE MFR
- OUTSIDE COM.
- OUTSIDE IND.
- OTHER UTILITIES
- WATER DISTRICTS

Q1-2025



Q1-2024



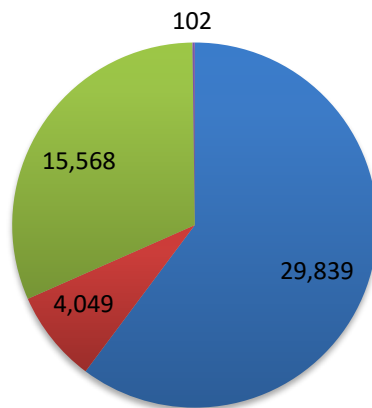
WATER SERVICES TO SEPTEMBER 30, 2025

	SERVICES SEPT 2025	SERVICES SEPT 2024	CHANGE IN SERVICES
<u>INSIDE CITY</u>			
RESIDENTIAL - SINGLE-FAMILY	23,732	23,250	482
RESIDENTIAL - MULTIPLE-FAMILY	2,650	2,589	61
COMMERCIAL	2,832	2,800	32
INDUSTRIAL	54	49	5
FIRE SERVICES	571	531	40
<i>SUBTOTAL - INSIDE CITY</i>	29,839	29,219	620
<u>OUTSIDE CITY</u>			
RESIDENTIAL - SINGLE-FAMILY	3,474	3,190	284
RESIDENTIAL - MULTIPLE FAMILY	92	89	3
COMMERCIAL	250	247	3
INDUSTRIAL	112	112	0
UTILITIES		6	-6
FIRE SERVICES	121	88	33
<i>SUBTOTAL - OUTSIDE CITY</i>	4,049	3,732	317
<u>OTHER UTILITIES</u>			
CITY OF CENTRAL POINT	6,895	6,871	24
CITY OF JACKSONVILLE	1,569	1,564	5
CITY OF EAGLE POINT	3,715	3,641	74
CITY OF PHOENIX	1,212	1,208	4
T.A.P.	2,177	2,209	-32
<i>SUBTOTAL - OTHER UTILITIES</i>	15,568	15,493	75
<u>WATER DISTRICTS</u>			
CHARLOTTE ANN	0	0	0
ELK CITY	102	103	-1
<i>SUBTOTAL - WATER DISTRICTS</i>	102	103	-1
TOTAL WATER SERVICES	49,558	48,547	1,011

**Number of Services
in September**

- INSIDE CITY
- OUTSIDE CITY
- OTHER UTILITIES
- WATER DISTRICTS

SEPT 2025



SEPT 2024

