



# City of Rockaway Beach

## Regular City Council Meeting Agenda

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**Date:** Wednesday, May 14, 2025  
**Time:** 6:00 P.M.  
**Location:** Rockaway Beach City Hall, 276 Hwy 101 - Civic Facility

**Watch live stream here:** [corb.us/live-stream](https://corb.us/live-stream)

**View meeting later here:** <https://janescottvideoproductions.com>

### **Join here to attend remotely:**

<https://us06web.zoom.us/j/86974575616?pwd=bCV6dKPxZmjrH7JC4Jr8IZg4LlI4bA.1>

Meeting ID: 869 7457 5616

Passcode: 692008

Dial by your location

253 215 8782 US (Tacoma)

### **How to Provide Public Comment:**

- Written Comments may be submitted electronically by sending an email no later than 48 hours prior to the meeting to [CityHall@Corb.us](mailto:CityHall@Corb.us)
  - In Person – sign-up sheet and instructions will be located on the table outside of the meeting room.
  - Virtually on Zoom – use the “raise hand” feature when the Mayor announces it is time to do so.
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#### **1. CALL TO ORDER – Charles McNeilly, Mayor**

#### **2. PLEDGE OF ALLEGIANCE**

#### **3. ROLL CALL**

#### **4. CONSENT AGENDA**

- a. Approval of April 9, 2025 Regular Meeting Minutes
- b. Approval of April 9, 2025 Workshop Minutes
- c. Review of Financial Reports
- d. Resolution 2025-29 Moving the Regular August Meeting Date from August 13, 2025 to August 20, 2025

#### **5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS**

- a. **Presentation – Source Water Protection Plan** – Suzanne de Szoeki, GSI Water Solutions, Inc.

#### **6. STAFF REPORTS**

- a. Fire Department
- b. Sheriff's Office
- c. Public Works

Rockaway Beach City Hall is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Recorder Melissa Thompson at [cityrecorder@corb.us](mailto:cityrecorder@corb.us) or 503-374-1752.

- d. City Manager

## **7. PUBLIC HEARING**

- a. Public Hearing on Proposed Uses of State Revenue Sharing Funds for Fiscal Year 2025-2026
- b. Public Hearing on the Approved Budget for Fiscal Year 2025-2026

## **8. PUBLIC COMMENT ON NON-AGENDA ITEMS**

## **9. OLD BUSINESS – None Scheduled**

## **10. NEW BUSINESS**

- a. Consideration of Resolution 2025-19 Approves the Source Water Protection Plan
- b. Consideration of Resolution 2025-20 A Resolution Reviewing and Continuing Reserve Funds
- c. Consideration of Resolution 2025-21 Declaring the City's Election to Receive State Revenues
- d. Consideration of Resolution 2025-22 Adopting the Budget; Making Appropriations; and Imposing and Categorizing Taxes for Fiscal Year 2025-2026
- e. Consideration of Resolution 2025-23 Approving Awards for the 2024-2025 Large Community Grant Program
- f. Consideration of Resolution 2025-24 Approving the First Amendment to the Commercial Lease Agreement with Tillamook County for their Health Clinic
- g. Consideration of Resolution 2025-25 Making an Appointment to the Planning Commission to Fill Vacant Position 3
- h. Consideration of Resolution 2025-26 Amending City Council Rules & Procedures
- i. Consideration of Resolution 2025-27 Approving Awards for the 2024-2025 Off-Season Tourism Marketing Grant Program
- j. Consideration of Resolution 2025-28 Endorsing a State Of Oregon Transportation and Growth Management Grant Application for a Transportation System Plan Update

## **11. ITEMS REMOVED FROM CONSENT AGENDA**

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## **12. COUNCIL COMMENTS**

## **13. MAYOR'S REPORT**

## **14. ADJOURNMENT**



# City of Rockaway Beach

## Regular City Council Meeting Minutes

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**Date:** Wednesday, April 9, 2025

**Location:** Rockaway Beach City Hall, 276 Hwy 101 - Civic Facility

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### 1. CALL TO ORDER

Mayor McNeilly called the meeting to order at: 6:00 p.m.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL

**Council Members Present:** Mayor Charles McNeilly; Councilors Penny Cheek (Zoom), Mary McGinnis, Tom Martine, Alesia Franken, and Kiley Konruff

**Staff Present:** Luke Shepard, City Manager; Melissa Thompson, City Recorder; Dan Emerson, Public Works Superintendent; Todd Hesse, Fire Chief; and Kevin Grogan, Sheriff's Deputy

### 4. CONSENT AGENDA

Start time: 6:01 p.m.

- a. Approval of March 12, 2025 Regular Meeting Minutes
- b. Approval of March 12, 2025 Workshop Minutes
- c. Review of Financial Reports

Martine made a **motion**, seconded by McGinnis, to approve the consent agenda.

The **motion carried** by the following vote:

Aye: 5 (Cheek, McGinnis, Martine, Franken, Konruff)

Nay: 0

### 5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS

Start time: 6:03 p.m.

- a. **Presentation – School District Operational Levy** – Tyler Reed, Neah-Kah-Nie School District

Reed made a presentation providing information on a May 2025 ballot measure for a levy to fund operations for the Neah-Kah-Nie School District. McGinnis made clarifying comments.



## 6. STAFF REPORTS

### a. Fire Department

Start time: 6:22 p.m.

Hesse presented a staff report on the activities and operations of the Rockaway Beach Fire Rescue department for the month of March 2025. Hesse introduced volunteer firefighter Cole Lindsay, who is assisting with drone operations. Hesse added work was beginning on a wildfire protection plan. Hesse shared slides showing drone capabilities, locations of rip currents and the new ladder truck being built. Hesse answered clarifying questions. McGinnis commented on the April Emergency Management meeting and encouraged all to attend on the first Wednesday of each month.

### b. Sheriff's Office

Start time: 6:42 p.m.

Deputy Kevin Grogan commented that drones were very effective in law enforcement. Grogan summarized the Sheriff's Office report for March 2025. Grogan confirmed for Konruff that a third Deputy was anticipated soon, and a fourth at the beginning of summer. At the request of McGinnis, Grogan provided updates on the Sheriff's Office response to code complaints regarding RVs.

### c. Public Works

Start time: 6:47 p.m.

Emerson presented his report on operations within the Public Works department for March 2025. McGinnis commented that the Wayside ramp was getting a lot of use. McNeilly expressed appreciation for the accessible parking space that was added near the public restrooms at the Wayside.

### d. City Manager

Start time: 6:51 p.m.

Shepard shared a presentation including updates on the following:

- Overview of business items on the agenda
- Large Community Grants will be reviewed next month
- Wayside Beach Access Project complete
- First David's Chair user
- Middle & High-School lighting project funded and to be installed soon
- New Public Works plant operator and utility worker
- Public meeting dates in April and May
- Staff highlight on Fire Chief Hesse, celebrating 5 years with the City

## 7. PUBLIC HEARING – None Scheduled

## 8. PUBLIC INPUT ON NON-AGENDA ITEMS

Start time: 7:03 p.m.

Randy Schultz, school board representative for Rockaway Beach, spoke advocating for the School District operational levy.

Julie Maxfield, owner of Green Coast Market, spoke advocating for the School District operational levy.

Michael Simpson, teacher for Neah-Kah-Nie School District, spoke advocating for the School District operational levy.

M.J. Basti shared a flyer with the Council and spoke advocating for Tillamook County ballot measure 29-183 to increase the County's transient lodging tax rate.

Nancy Lanyon questioned whether the City had lost any funding, and commented on how the City might address and prepare for funding challenges.

Deborah Weissenfluh shared announcements about Eggstravaganza events scheduled for April 19<sup>th</sup>.

## 9. OLD BUSINESS – None Scheduled

## 10. NEW BUSINESS

### a. Consideration of Resolution 2025-15 Approving Awards for the 2024-2025 Small Community Grant Program

Start time: 7:23 p.m.

McNeilly stated the Planning Commission has reviewed applications based on established grant evaluation criteria and has made funding recommendations to the City Council, and the City Council discussed them in that evening's workshop.

McNeilly invited public comment. No audience members wished to comment.

McGinnis made a **motion**, seconded by Cheek, to amend Resolution 2025-15 to remove the North Coast Communities for Watershed Protection grant.

McGinnis shared her reasoning and concerns about the application's goal, speaker content related to private timber company finances, proposed use of funds to educate outside of the City, and misinformation shared by the applicant's leadership.

The **motion carried** by the following vote:

Aye: 5 (Cheek, McGinnis, Martine, Franken, Konruff)

Nay: 0

Franken made a **motion**, seconded by McGinnis, to approved amended Resolution 2025-15 Approving Awards for the 2024-2025 Small Community Grant Program.

McNeilly commented that it was a new grant process and there were four exceptional grants in the final resolution. McNeilly thanked the Planning Commission for their work in the process.

The **motion carried** by the following vote:

Aye: 5 (Cheek, McGinnis, Martine, Franken, Konruff)

Nay: 0

**b. Consideration of Resolution 2025-16 Approving Revised Wayside Use Application for the Nea-Kah-Nie Cultural Arts & Music Foundation Music Festival**

Start time: 7:32 p.m.

McNeilly explained that this resolution approves the revised application for Wayside Use from the Nea-Kah-Nie Cultural Arts & Music Foundation (NCAM). Events dates have moved from August 21-25 to August 14-18 due to band availability.

McNeilly invited public comment.

Michael Simpson commented in favor of the resolution, stating that it would be very advantageous for booking major acts.

McGinnis made a **motion**, seconded by Konruff, approve Resolution 2025-16 Approving Revised Wayside Use Application for the Nea-Kah-Nie Cultural Arts & Music Foundation Music Festival.

McGinnis commented that she is on the board of NCAM and appreciated Simpson's comments. McNeilly commented that last year was a great day of music, and he looked forward to the festival this coming summer.

The **motion carried** by the following vote:

Aye: 5 (Cheek, McGinnis, Martine, Franken, Konruff)

Nay: 0

c. **Consideration of Resolution 2025-17 Authorizing the Mayor and City Manager to Execute a Contract with the Lowest Responsive and Responsible Bidder for the Primary Sludge & Trickling Filter Pump Replacement Project**

Start time: 7:36 p.m.

McNeilly stated that the City received bids from JQ Construction, Inc. and Advanced Excavation, Inc. for this project, and this resolution authorizes the Mayor and City Manager to sign a contract with the lowest responsive and responsible bidder.

McNeilly invited public comment. No audience members wished to comment.

Franken made a **motion**, seconded by Martine, to approve Resolution 2025-17.

McNeilly commented in favor of approval.

The **motion carried** by the following vote:

Aye: 5 (Cheek, McGinnis, Martine, Franken, Konruff)

Nay: 0

d. **Consideration of Resolution 2025-18 Authorizing the City Of Rockaway Beach to Apply for a Funding Package From the Clean Water State Revolving Fund Program and Authorizing the City Manager to Sign the Application**

Start time: 7:37 p.m.

McNeilly explained that this resolution authorizes the pursuit of Clean Water State Revolving Fund funds to help ensure necessary funds are available to meet the acquisition deadline for the Lower Jetty Creek Watershed.

McNeilly invited public comment. No audience members wished to comment.

Martine made a **motion**, seconded by McGinnis, to approve Resolution 2025-16.

McGinnis commented that the public could view the Workshop meeting to hear further discussion.

The **motion carried** by the following vote:

Aye: 5 (Cheek, McGinnis, Martine, Franken, Konruff)

Nay: 0

**11. ITEMS REMOVED FROM CONSENT AGENDA – None removed**

## 12. COUNCIL CONCERNS

Start time: 7:40 p.m.

Cheek was happy to be back and looked forward to being present in person at the next meeting. McNeilly thanked Cheek for attending remotely.

### **Councilor Franken Resignation & Declaration of Vacancy**

Franken announced that she was resigning, and it would be her last City Council meeting. Franken shared that she needed to move out of state to be near her mother. Franken expressed thanks and appreciation to the staff, community and the Council.

Shepard thanked Franken and stated it had been great to work with her. Shepard noted that the Council should declare a vacancy.

McGinnis made a **motion**, seconded by Cheek, to declare position 4 vacant.

McGinnis commented that Franken had been a stellar Council member and shared personal reflections. Cheek shared she appreciated working with Franken and thanked her. Konruff expressed thanks and appreciation to Franken. McNeilly commented that the City was losing a stellar member of the City and expressed personal thanks. Martine commended Franken for moving to help her mother.

The **motion carried** by the following vote:

Aye: 4 (Cheek, McGinnis, Martine, Konruff)

Abstain: 1 (Franken)

Nay: 0

Konruff thanked Superintendent Reed for his presentation. Konruff expressed excitement about David's Chair, and the City's actions toward accessibility. Konruff was pleased to be getting more Deputies.

Martine acknowledged Emerson for completion of the ramp at the Wayside.

McGinnis commented on the large number of people viewing meetings, and spotlighted several local businesses. McGinnis encouraged all to come visit the businesses in Rockaway Beach, as there is something for everyone.

## 13. MAYOR'S REPORT

Start time: 7:50 p.m.

McNeilly made a brief presentation on the financial health of the City and Budget Committee meeting information, and where the proposed budget can be viewed. McNeilly announced that the next Coffee meeting would be held on April 24th at 9:00 a.m. and encouraged all to attend. McNeilly invited the public to email him regarding any questions or concerns about the City.

#### 14. ADJOURNMENT

Start time: 7:56 p.m.

Martine made a **motion**, seconded by McGinnis, to adjourn the meeting at 7:56 p.m.

The **motion carried** by the following vote:

Aye: 4 (Cheek, McGinnis, Martine, Konruff)

Nay: 0

MINUTES APPROVED THE  
14<sup>TH</sup> DAY OF MAY 2025

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Charles McNeilly, Mayor

ATTEST

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Melissa Thompson, City Recorder

# City of Rockaway Beach

## City Council Workshop Minutes



**Date:** Wednesday, April 9, 2025  
**Location:** Rockaway Beach City Hall, 276 HWY 101 – 2<sup>nd</sup> Floor Conference Room

### 1. CALL TO ORDER

Mayor McNeilly called the meeting to order at 4:30 p.m.

### 2. ROLL CALL

**Council Members Present:** Mayor Charles McNeilly; Councilors Penny Cheek (Zoom), Mary McGinnis, Tom Martine, Alesia Franken, and Kiley Konruff

**Staff Present:** Luke Shepard, City Manager; and Melissa Thompson, City Recorder

### 3. COUNCIL BRIEFING/DISCUSSION

#### a. Review Small Community Grant Recommendations

Start time: 4:31 p.m.

Shepard referred the Council to the staff report in their agenda packets providing background information and invited Council discussion. McGinnis stated that she intended to make a motion to remove the North Coast Communities for Watershed Protection from the proposed resolution to award Small Community Grants and explained her reasoning. Discussion ensued. Shepard added that Large Community Grants had been received and exceeded the funding available. Shepard confirmed for Cheek that staff could provide information on the total amount of grant awards received by the library in the past 5 years.

#### b. Review Sustainable Northwest Memo Regarding Next Steps Towards Acquisition and Management of Jetty Creek Watershed - Clean Water State Revolving Fund (CWSRF)

Start time: 5:01 p.m.

Shepard referred the Council to the memo in their agenda packet from Daniel Wear of Sustainable Northwest. Shepard explained the uncertainty of grant funds that the City was seeking, and recommended that the City pursue a low-interest loan with partial forgiveness from the Clean Water State Revolving Fund (CWSRF). There was discussion that it was in the best interest of the City to pursue it.

#### c. Review of Draft Revisions to City Council Rules & Procedures

Start time: 5:09 p.m.

McNeilly commented that he was happy with the draft. McGinnis noted that references to the Planning Commission aligned with state law. Martine commented on how active the Planning Commission has been in City business.

**d. Other Regular Session Agenda Items Review**

Start time: 5:12 p.m.

Council questions and discussion included:

- Possible sewer utility improvements associated with new developments
- Question about developer associated with Lake Lytle project
- Suggestion to consider ordinance amendments to make penalties for code violations consistent
- Suggestion to consider amendments to bicycle ordinance to include electric bicycles

**4. ADJOURNMENT**

Start time: 5:18

Martine made a **motion**, seconded by Konruff, to adjourn the meeting at 5:18 p.m.

The **motion carried** by the following vote:

Aye: 5 (Cheek, McGinnis, Martine, Franken, Konruff)

Nay: 0

MINUTES APPROVED THE  
14<sup>TH</sup> DAY OF MAY 2025

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Charles McNeilly, Mayor

ATTEST

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Melissa Thompson, City Recorder



CITY OF ROCKAWAY BEACH  
COMBINED CASH INVESTMENT  
MARCH 31, 2025

COMBINED CASH ACCOUNTS

01-1002	MASTER CHECKING ACCT- 1ST SEC	249,945.54
01-1004	LGIP	16,088,431.66
TOTAL COMBINED CASH		16,338,377.20
01-1000	CASH ALLOCATED TO OTHER FUNDS	( 16,338,377.20)
TOTAL UNALLOCATED CASH		.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	2,897,852.20
14	ALLOCATION TO FIRE EQUIP RESERVE	364,467.65
16	ALLOCATION TO LOAN PAYMENT RESERVE FUND	57,350.00
17	ALLOCATION TO ECONOMIC STABILITY RESERVE	348,936.40
21	ALLOCATION TO PROJECT & EQUIP RESERVE	829,367.40
30	ALLOCATION TO ROADS & STREETS	865,356.25
39	ALLOCATION TO TRANSPORTATION SDC	233,519.55
40	ALLOCATION TO WATER OPERATING	2,693,805.61
42	ALLOCATION TO WATER MASTER PLAN	1,035,987.88
43	ALLOCATION TO 81 WATER REVENUE BOND	34.54
47	ALLOCATION TO WATER DEBT SERVICE	798,585.67
49	ALLOCATION TO WATER SDC FUND	714,011.31
50	ALLOCATION TO SEWER OPERATING FUND	999,180.79
52	ALLOCATION TO SEWER MASTER PLAN	663,111.80
56	ALLOCATION TO SEWER DEBT SERVICE	921,584.59
59	ALLOCATION TO SEWER SDC	1,592,742.99
80	ALLOCATION TO TRANSIENT ROOM TAX	1,322,482.57
TOTAL ALLOCATIONS TO OTHER FUNDS		16,338,377.20
ALLOCATION FROM COMBINED CASH FUND - 01-1000		( 16,338,377.20)
ZERO PROOF IF ALLOCATIONS BALANCE		.00

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES &amp; RESOURCES</u>					
10-31-4010 CUR YR PROP TX - GEN FUND	18,252.10	491,776.90	479,850.00	( 11,926.90)	102.5
10-31-4020 DELINQUENT PROP TAX REVENUE	737.79	6,393.72	5,494.00	( 899.72)	116.4
10-31-4040 LIQUOR TAX - OLCC	1,494.06	19,758.24	30,325.00	10,566.76	65.2
10-31-4050 CIGARETTE TAX	71.26	689.39	1,065.00	375.61	64.7
10-31-4060 OTHER TAX REVENUE	.00	20,835.88	35,000.00	14,164.12	59.5
TOTAL REVENUES & RESOURCES	20,555.21	539,454.13	551,734.00	12,279.87	97.8
<u>GRANTS, LOANS &amp; BONDS</u>					
10-33-4175 GRANTS - GENERAL FUND MISC	.00	.00	35,000.00	35,000.00	.0
10-33-4185 STATE REVENUE SHARING	.00	19,097.09	28,000.00	8,902.91	68.2
TOTAL GRANTS, LOANS & BONDS	.00	19,097.09	63,000.00	43,902.91	30.3
<u>FEES &amp; SERVICES</u>					
10-34-4060 FRANCHISE FEES	13,483.87	70,781.45	390,500.00	319,718.55	18.1
10-34-4065 BUSINESS LICENSES	( 142.50)	13,789.00	.00	( 13,789.00)	.0
10-34-4066 STR LICENSE FEES	1,000.00	270,607.23	.00	( 270,607.23)	.0
10-34-4085 LAND USE-ORDINANCE FEES-PERMIT	475.00	9,316.25	20,500.00	11,183.75	45.5
10-34-4141 CIVIC/COMM CENTER RENT	.00	939.58	1,000.00	60.42	94.0
10-34-4142 FIRST FLOOR RENT-HLTH DEPT	946.00	8,514.00	11,500.00	2,986.00	74.0
10-34-4145 CC-REFUNDABLE DEPOSITS	.00	.00	100.00	100.00	.0
10-34-4146 HEALTH DEPT UTILITY REIMB	99.58	796.64	3,060.00	2,263.36	26.0
TOTAL FEES & SERVICES	15,861.95	374,744.15	426,660.00	51,915.85	87.8
<u>FIRE DEPARTMENT</u>					
10-35-4091 NEDONNA FIRE DIST	.00	34,000.00	30,000.00	( 4,000.00)	113.3
10-35-4092 TWIN ROCKS WATER DISTRICT	.00	.00	10,000.00	10,000.00	.0
10-35-4093 OR STATE FORESTRY DEPT	.00	500.00	500.00	.00	100.0
10-35-4185 FIRE PERMITS	.00	.00	50.00	50.00	.0
10-35-4186 EMERGENCY SERVICES FEE	444.78	84,703.14	125,000.00	40,296.86	67.8
TOTAL FIRE DEPARTMENT	444.78	119,203.14	165,550.00	46,346.86	72.0
<u>OTHER REVENUES</u>					
10-36-4120 INTEREST ON INVESTED FUNDS	11,414.93	98,188.10	193,000.00	94,811.90	50.9
10-36-4150 MISC RCPTS - GEN FUND	844.15	12,869.40	10,000.00	( 2,869.40)	128.7
10-36-4190 SURPLUS PROPERTY SALES	.00	.00	500.00	500.00	.0
TOTAL OTHER REVENUES	12,259.08	111,057.50	203,500.00	92,442.50	54.6

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>POLICE DEPARTMENT</u>					
10-37-4100	CITATIONS - FINES & FORFEITS	2,504.21	5,891.28	7,140.00	1,248.72	82.5
	TOTAL POLICE DEPARTMENT	2,504.21	5,891.28	7,140.00	1,248.72	82.5
	<u>TRANSFERS</u>					
10-39-4030	TIF - TRT POLICE	83,600.00	250,800.00	334,400.00	83,600.00	75.0
10-39-4032	TIF -SEWER OP	11,250.00	33,750.00	45,000.00	11,250.00	75.0
10-39-4035	TIF - DEBT SERVICE RESERVE	57,350.00	172,050.00	229,400.00	57,350.00	75.0
10-39-4036	TIF- TRT-GF PW CAP OUT PROJECT	3,600.00	10,800.00	14,400.00	3,600.00	75.0
10-39-4037	TIF - CC	11,250.00	33,750.00	45,000.00	11,250.00	75.0
10-39-4038	TIF- TRT-GF PW CAP OUTLAY PROJ	5,000.00	15,000.00	20,000.00	5,000.00	75.0
10-39-4052	TIF - TRT-CTY BEAUTIF	1,250.00	3,750.00	5,000.00	1,250.00	75.0
10-39-4053	TIF - TRT FIRE DEPT	83,600.00	250,800.00	334,400.00	83,600.00	75.0
10-39-4055	TIF - TRT USDA LOAN	16,000.00	48,000.00	64,000.00	16,000.00	75.0
	TOTAL TRANSFERS	272,900.00	818,700.00	1,091,600.00	272,900.00	75.0
	TOTAL FUND REVENUE	324,525.23	1,988,147.29	2,509,184.00	521,036.71	79.2

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>POLICE DEPARTMENT</u>					
10-45-6550	MATERIALS SUPPLIES	22,883.51	203,351.13	668,392.00	465,040.87	30.4
	TOTAL POLICE DEPARTMENT	22,883.51	203,351.13	668,392.00	465,040.87	30.4
	<u>FIRE DEPARTMENT</u>					
10-46-5052	FIRE CHIEF WAGES	8,957.88	80,620.97	113,000.00	32,379.03	71.4
10-46-5053	FIREFIGHTERS	10,906.70	120,023.88	176,000.00	55,976.12	68.2
10-46-5054	OVERTIME-FIRE DEPARTMENT	484.47	7,621.65	5,000.00	( 2,621.65)	152.4
10-46-5061	VOLUNTEER FIRE FIGHTER BONUS	.00	39,901.59	42,000.00	2,098.41	95.0
10-46-5062	RECORD KEEPING & TRAINING	125.00	1,125.00	2,500.00	1,375.00	45.0
10-46-5152	PAYROLL EXPENSES - FIRE	12,316.41	131,004.82	200,000.00	68,995.18	65.5
10-46-6110	ELECTRICITY	807.09	2,933.64	3,800.00	866.36	77.2
10-46-6530	TELEPHONE & TECHNOLOGY	834.15	19,712.09	12,000.00	( 7,712.09)	164.3
10-46-6535	MEDICAL	701.31	1,835.38	10,500.00	8,664.62	17.5
10-46-6555	SUPPLIES, GEAR & SERVICES	2,011.16	24,479.53	32,500.00	8,020.47	75.3
10-46-6557	EMERGENCY MANAGEMENT SUPPLIES	.00	4,709.46	7,500.00	2,790.54	62.8
10-46-6570	INS- VEHICLE, LIAB, EQUIP, BLD	.00	19,500.54	28,000.00	8,499.46	69.6
10-46-6580	FUEL & OIL	426.19	3,794.15	10,000.00	6,205.85	37.9
10-46-6582	ELECTRONIC REP-MAINT	.00	.00	1,500.00	1,500.00	.0
10-46-6630	FIRE BLDG MAINT	177.29	1,290.61	15,000.00	13,709.39	8.6
10-46-6660	SAFETY TRAINING & FIRST AID	1,742.58	5,866.32	22,000.00	16,133.68	26.7
10-46-6670	REQUIRED EQUIP TESTING	.00	6,866.63	10,000.00	3,133.37	68.7
10-46-6690	VEHICLE MAINT, SUP & REP	380.86	5,056.70	15,000.00	9,943.30	33.7
	TOTAL FIRE DEPARTMENT	39,871.09	476,342.96	706,300.00	229,957.04	67.4

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-48-5057 OFFICE ASSISTANT	13,913.01	110,278.76	132,000.00	21,721.24	83.5
10-48-5065 OVERTIME - CITY HALL	.00	.00	1,200.00	1,200.00	.0
10-48-5075 ACCRUED VACATION - ADMIN	.00	.00	5,000.00	5,000.00	.0
10-48-5082 CITY MANAGER	8,167.56	76,380.35	99,760.00	23,379.65	76.6
10-48-5085 MAYOR & COUNCIL STIPEND	152.00	1,229.00	1,400.00	171.00	87.8
10-48-5152 PAYROLL EXP - ADMIN	13,185.47	112,876.93	167,000.00	54,123.07	67.6
10-48-6410 PLANNING & ZONING	1,000.00	54,974.37	10,000.00	( 44,974.37)	549.7
10-48-6440 REFUNDABLE DEPOSITS	.00	805.00	200.00	( 605.00)	402.5
10-48-6530 TELEPHONE	630.14	3,936.19	5,800.00	1,863.81	67.9
10-48-6570 INS-VEHICLE, LIAB, EQUIP, BLDG	.00	22,224.98	22,000.00	( 224.98)	101.0
10-48-6571 TECHNOLOGY & DATA PROCESSING	5,924.25	47,743.80	65,000.00	17,256.20	73.5
10-48-6577 ORDINANCE UPDATE	.00	1,622.87	4,000.00	2,377.13	40.6
10-48-6596 EMERGENCY SERVICES EXPENSE	.00	.00	1,000.00	1,000.00	.0
10-48-6666 CITY BEAUTIFICATION	.00	.00	3,000.00	3,000.00	.0
10-48-6830 CITY HALL OPERATIONS	3,350.30	27,420.31	66,000.00	38,579.69	41.6
10-48-6831 DUES-CITY, OFFICIALS & STAFF	332.06	1,972.74	3,500.00	1,527.26	56.4
10-48-6835 BANK FEES	83.29	7,360.56	2,000.00	( 5,360.56)	368.0
10-48-6840 COURT COSTS	.00	.00	100.00	100.00	.0
10-48-6850 ATTORNEY	.00	38,744.00	71,978.00	33,234.00	53.8
10-48-6870 AUDIT & BOND	.00	8,705.91	9,500.00	794.09	91.6
10-48-6880 ADVERTISING	.00	4,050.15	2,000.00	( 2,050.15)	202.5
10-48-6890 STATIONERY & SUPPLIES	582.73	4,376.65	10,000.00	5,623.35	43.8
10-48-6915 TRAVEL & TRAIN-STAFF	1,431.69	6,090.53	8,000.00	1,909.47	76.1
10-48-6920 BLDG MAINT-CTY HALL	485.66	7,925.14	18,000.00	10,074.86	44.0
10-48-6931 COUNCIL EXPENSE	.00	844.34	3,750.00	2,905.66	22.5
10-48-6932 CITY MANAGER FUND	.00	812.85	750.00	( 62.85)	108.4
10-48-6954 COMMUNITY GRANTS	.00	.00	75,000.00	75,000.00	.0
10-48-8000 GENERAL FUND CAPITAL PROJECTS	.00	.00	20,000.00	20,000.00	.0
10-48-8041 TO - ROADS/STREETS, FRANCHISE	12,500.00	37,500.00	50,000.00	12,500.00	75.0
10-48-8044 TO -FIRE EQUIPMENT RESERVE	11,250.00	33,750.00	45,000.00	11,250.00	75.0
10-48-8046 TO - ECONOMIC STABILITY RES FD	114,950.00	344,850.00	459,800.00	114,950.00	75.0
10-48-8518 DEBT SVC - GF LOANS & DEBT SVC	506.10	78,319.80	140,000.00	61,680.20	55.9
TOTAL ADMINISTRATION	188,444.26	1,034,795.23	1,502,738.00	467,942.77	68.9
<u>CONTINGENCY</u>					
10-52-7999 CONTINGENCY - GF	.00	.00	295,870.00	295,870.00	.0
TOTAL CONTINGENCY	.00	.00	295,870.00	295,870.00	.0
TOTAL FUND EXPENDITURES	251,198.86	1,714,489.32	3,173,300.00	1,458,810.68	54.0
NET REVENUE OVER EXPENDITURES	73,326.37	273,657.97	( 664,116.00)	( 937,773.97)	41.2

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

FIRE EQUIP RESERVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
14-36-4120	INTEREST INCOME	1,252.81	12,138.84	2,100.00	( 10,038.84)	578.0
	TOTAL OTHER INCOME	1,252.81	12,138.84	2,100.00	( 10,038.84)	578.0
	<u>TRANSFERS</u>					
14-39-4026	TIF - GF	11,250.00	33,750.00	45,000.00	11,250.00	75.0
14-39-4030	TIF - TRT	30,250.00	90,750.00	121,000.00	30,250.00	75.0
	TOTAL TRANSFERS	41,500.00	124,500.00	166,000.00	41,500.00	75.0
	TOTAL FUND REVENUE	42,752.81	136,638.84	168,100.00	31,461.16	81.3

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

FIRE EQUIP RESERVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>FIRE DEPARTMENT</u>					
14-47-7621	FIRE EQUIP & CAPITAL OUTLAY	.00	54,763.39	165,000.00	110,236.61	33.2
14-47-7625	FIRE TRUCK	.00	86,775.75	90,000.00	3,224.25	96.4
	TOTAL FIRE DEPARTMENT	.00	141,539.14	255,000.00	113,460.86	55.5
	TOTAL FUND EXPENDITURES	.00	141,539.14	255,000.00	113,460.86	55.5
	NET REVENUE OVER EXPENDITURES	42,752.81	( 4,900.30)	( 86,900.00)	( 81,999.70)	( 5.6)

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

LOAN PAYMENT RESERVE FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
	<u>DEPARTMENT 48</u>					
16-48-4032	TO -GENERAL FUND	<u>57,350.00</u>	<u>172,050.00</u>	<u>229,400.00</u>	<u>57,350.00</u>	<u>75.0</u>
	TOTAL DEPARTMENT 48	<u>57,350.00</u>	<u>172,050.00</u>	<u>229,400.00</u>	<u>57,350.00</u>	<u>75.0</u>
	TOTAL FUND EXPENDITURES	<u>57,350.00</u>	<u>172,050.00</u>	<u>229,400.00</u>	<u>57,350.00</u>	<u>75.0</u>
	NET REVENUE OVER EXPENDITURES	<u>( 57,350.00)</u>	<u>( 172,050.00)</u>	<u>( 229,400.00)</u>	<u>( 57,350.00)</u>	<u>( 75.0)</u>



CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

ECONOMIC STABILITY RESERVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
17-36-4120	INTEREST INCOME	907.65	4,086.40	5,000.00	913.60	81.7
	TOTAL OTHER INCOME	907.65	4,086.40	5,000.00	913.60	81.7
	<u>TRANSFERS</u>					
17-39-4030	TIF - GEN FND	114,950.00	344,850.00	459,800.00	114,950.00	75.0
	TOTAL TRANSFERS	114,950.00	344,850.00	459,800.00	114,950.00	75.0
	TOTAL FUND REVENUE	115,857.65	348,936.40	464,800.00	115,863.60	75.1
	NET REVENUE OVER EXPENDITURES	115,857.65	348,936.40	464,800.00	115,863.60	75.1

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

PROJECT & EQUIP RESERVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SOURCE 33</u>					
21-33-4184	GRANTS: TOURISM FACILITIES	.00	.00	75,000.00	75,000.00	.0
	TOTAL SOURCE 33	.00	.00	75,000.00	75,000.00	.0
	<u>OTHER INCOME</u>					
21-36-4120	INTEREST INCOME	2,609.18	24,896.41	3,000.00	( 21,896.41)	829.9
	TOTAL OTHER INCOME	2,609.18	24,896.41	3,000.00	( 21,896.41)	829.9
	<u>TRANSFERS IN</u>					
21-39-4030	TIF - TRT	164,600.00	493,800.00	658,400.00	164,600.00	75.0
	TOTAL TRANSFERS IN	164,600.00	493,800.00	658,400.00	164,600.00	75.0
	TOTAL FUND REVENUE	167,209.18	518,696.41	736,400.00	217,703.59	70.4

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

PROJECT & EQUIP RESERVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CAPITAL OUTLAY</u>					
21-47-7577	TOURISM CAPITAL PROJECTS	134,580.35	426,986.93	2,000,000.00	1,573,013.07	21.4
	TOTAL CAPITAL OUTLAY	134,580.35	426,986.93	2,000,000.00	1,573,013.07	21.4
	TOTAL FUND EXPENDITURES	134,580.35	426,986.93	2,000,000.00	1,573,013.07	21.4
	NET REVENUE OVER EXPENDITURES	32,628.83	91,709.48	( 1,263,600.00)	( 1,355,309.48)	7.3

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

ROADS & STREETS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>STATE REVENUE</u>					
30-31-2985	RESTRICTED BIKE PATHS ODOT	104.68	944.34	1,190.00	245.66	79.4
30-31-4340	STATE STREET - DMV - REVENUE	10,363.16	93,489.52	119,000.00	25,510.48	78.6
	TOTAL STATE REVENUE	10,467.84	94,433.86	120,190.00	25,756.14	78.6
	<u>GRANTS</u>					
30-33-4182	GRANTS & REIM- ROADS & STREETS	.00	.00	250,000.00	250,000.00	.0
	TOTAL GRANTS	.00	.00	250,000.00	250,000.00	.0
	<u>OTHER REVENUE</u>					
30-36-4120	INTEREST INCOME	2,986.43	27,830.53	31,000.00	3,169.47	89.8
	TOTAL OTHER REVENUE	2,986.43	27,830.53	31,000.00	3,169.47	89.8
	<u>TRANSFERS</u>					
30-39-4030	TIF - TRT	92,100.00	276,300.00	368,400.00	92,100.00	75.0
30-39-4038	TIF - GEN FND	12,500.00	37,500.00	50,000.00	12,500.00	75.0
	TOTAL TRANSFERS	104,600.00	313,800.00	418,400.00	104,600.00	75.0
	TOTAL FUND REVENUE	118,054.27	436,064.39	819,590.00	383,525.61	53.2

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

ROADS & STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
30-41-5055 MAINT WKR WAGES	6,008.83	73,520.97	91,000.00	17,479.03	80.8
30-41-5056 EXTRA LABOR	.00	.00	5,000.00	5,000.00	.0
30-41-5058 SUPER OF PUBLIC WORKS	834.88	8,014.75	10,520.00	2,505.25	76.2
30-41-5065 OVERTIME	.00	5.84	5,600.00	5,594.16	.1
30-41-5075 ACCRUED VAC - RDS & STS	.00	.00	2,000.00	2,000.00	.0
30-41-5082 CTY MANAGER - RDS & STS	1,166.79	10,911.47	14,252.00	3,340.53	76.6
30-41-5152 PAYROLL EXP - RDS & STS	4,342.88	55,842.67	91,000.00	35,157.33	61.4
TOTAL PERSONNEL SERVICES	12,353.38	148,295.70	219,372.00	71,076.30	67.6
<u>MATERIALS &amp; SERVICES</u>					
30-45-6125 ELECTRIC-STLITES-WYSD-CTYPRKS	486.36	2,608.58	4,600.00	1,991.42	56.7
30-45-6130 WAYSIDE & PARKS	2,687.54	22,968.05	42,000.00	19,031.95	54.7
30-45-6131 NATURE CONSERVANCY	230.00	2,978.59	10,000.00	7,021.41	29.8
30-45-6570 INS-VEHICLE, LIAB, EQUIP, BLDG	.00	8,000.00	8,000.00	.00	100.0
30-45-6572 STREET LIGHTS	1,439.00	13,029.45	25,000.00	11,970.55	52.1
30-45-6580 FUEL & OIL	284.13	2,569.44	7,000.00	4,430.56	36.7
30-45-6592 PARKING LEASE	.00	2,796.98	1,600.00	( 1,196.98)	174.8
30-45-6600 DRAINAGE & FLOOD CONTROL	.00	2,989.68	10,000.00	7,010.32	29.9
30-45-6610 SIDEWALKS, CURBS & FOOTPATHS	1,225.63	2,755.77	9,300.00	6,544.23	29.6
30-45-6620 STREET SIGNS	62.68	5,514.01	3,000.00	( 2,514.01)	183.8
30-45-6667 STORM DAMAGE REPAIR	.00	2,350.00	1,000.00	( 1,350.00)	235.0
30-45-6690 VEHICLE MAINT, SUPP & REP	.00	14,255.93	15,000.00	744.07	95.0
30-45-6800 ROADS, MATERIALS & SUPPLIES	1,264.05	26,428.75	33,500.00	7,071.25	78.9
TOTAL MATERIALS & SERVICES	7,679.39	109,245.23	170,000.00	60,754.77	64.3
<u>CAPITAL OUTLAY</u>					
30-47-7502 RDS-STIS IMPROVEMENT PROJECTS	.00	.00	450,000.00	450,000.00	.0
30-47-7506 RDS-STIS: CAPITAL IMPROV PLAN	.00	2,161.00	50,000.00	47,839.00	4.3
30-47-7508 RDS-STIS PW STORMWATER PROJECTS	.00	8,358.59	35,000.00	26,641.41	23.9
TOTAL CAPITAL OUTLAY	.00	10,519.59	535,000.00	524,480.41	2.0
<u>CONTINGENCY</u>					
30-48-7999 CONTINGENCY - ROADS	.00	.00	137,906.00	137,906.00	.0
TOTAL CONTINGENCY	.00	.00	137,906.00	137,906.00	.0
TOTAL FUND EXPENDITURES	20,032.77	268,060.52	1,062,278.00	794,217.48	25.2
NET REVENUE OVER EXPENDITURES	98,021.50	168,003.87	( 242,688.00)	( 410,691.87)	69.2

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

TRANSPORTATION SDC

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
39-36-4120	INTEREST INCOME	902.35	8,339.07	1,800.00	( 6,539.07)	463.3
	TOTAL OTHER INCOME	902.35	8,339.07	1,800.00	( 6,539.07)	463.3
	<u>FEEs</u>					
39-38-4940	IMP FEES - TRANSPORT SDC	900.00	4,500.00	18,000.00	13,500.00	25.0
	TOTAL FEES	900.00	4,500.00	18,000.00	13,500.00	25.0
	TOTAL FUND REVENUE	1,802.35	12,839.07	19,800.00	6,960.93	64.8

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

TRANSPORTATION SDC

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CAPITAL OUTLAY</u>					
39-47-7880	CONT MAT - IMP TRANS	.00	.00	242,519.00	242,519.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	242,519.00	242,519.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	242,519.00	242,519.00	.0
	NET REVENUE OVER EXPENDITURES	1,802.35	12,839.07	( 222,719.00)	( 235,558.07)	5.8

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

WATER OPERATING

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>REVENUE</u>					
40-34-4540	WATER SERVICE BASE	2,759.55	870,718.55	1,215,000.00	344,281.45	71.7
40-34-4550	NEW WATER CONNECTIONS	2,265.00	16,995.00	25,500.00	8,505.00	66.7
40-34-4560	WATER MASTER PLAN	251.54	52,089.84	76,500.00	24,410.16	68.1
	<b>TOTAL REVENUE</b>	<b>5,276.09</b>	<b>939,803.39</b>	<b>1,317,000.00</b>	<b>377,196.61</b>	<b>71.4</b>
	<u>INTEREST &amp; MISC</u>					
40-36-4120	INT - WATER OP	10,069.47	91,731.43	16,000.00	( 75,731.43)	573.3
40-36-4150	MISC RCPTS - WTR OP FUND	101.00	20,308.03	2,825,800.00	2,805,491.97	.7
	<b>TOTAL INTEREST &amp; MISC</b>	<b>10,170.47</b>	<b>112,039.46</b>	<b>2,841,800.00</b>	<b>2,729,760.54</b>	<b>3.9</b>
	<u>SOURCE 39</u>					
40-39-4047	TIF- FM WATER REVENUE BOND	34.00	102.00	137.00	35.00	74.5
	<b>TOTAL SOURCE 39</b>	<b>34.00</b>	<b>102.00</b>	<b>137.00</b>	<b>35.00</b>	<b>74.5</b>
	<b>TOTAL FUND REVENUE</b>	<b>15,480.56</b>	<b>1,051,944.85</b>	<b>4,158,937.00</b>	<b>3,106,992.15</b>	<b>25.3</b>



CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

WATER OPERATING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
40-41-5054 CODE ENFORCEMENT	.00	.00	3,500.00	3,500.00	.0
40-41-5055 MAINT WKR WAGE - WATER OP	7,177.54	76,730.04	109,504.00	32,773.96	70.1
40-41-5056 EXTRA LABOR - WTR OP	.00	.00	10,000.00	10,000.00	.0
40-41-5057 OFFICE ASSISTANT WAGES - WTR O	14,044.63	112,214.17	147,500.00	35,285.83	76.1
40-41-5058 SUPER PUB WKS - WTR OP	4,174.35	40,073.72	52,600.00	12,526.28	76.2
40-41-5059 PLANT OPERATOR - WATER OP	5,035.02	45,436.60	64,500.00	19,063.40	70.4
40-41-5064 STAND BY - WTR	.00	.00	1,750.00	1,750.00	.0
40-41-5065 OVERTIME - WTR OP	253.88	1,996.51	14,000.00	12,003.49	14.3
40-41-5067 EMERGENCY SERVICES	.00	.00	1,000.00	1,000.00	.0
40-41-5075 ACCRUED VAC - WATER OP	.00	.00	5,000.00	5,000.00	.0
40-41-5082 CTY MANAGER - WTR OP	1,166.79	10,911.47	14,250.00	3,338.53	76.6
40-41-5085 MAYOR & COUNCIL STIPEND	99.00	723.00	1,470.00	747.00	49.2
40-41-5152 PAYROLL EXP - WTR OP	19,440.96	166,343.69	299,000.00	132,656.31	55.6
TOTAL PERSONNEL SERVICES	51,392.17	454,429.20	724,074.00	269,644.80	62.8
<u>MATERIALS &amp; SERVICES</u>					
40-45-6110 ELECTRICITY	5,585.28	27,038.24	36,500.00	9,461.76	74.1
40-45-6455 EMERGENCY MANAGEMENT	.00	.00	1,000.00	1,000.00	.0
40-45-6520 BUILDING MAINT	106.00	3,538.87	3,000.00	( 538.87)	118.0
40-45-6530 TELEPHONE	496.44	9,329.45	17,000.00	7,670.55	54.9
40-45-6534 PLANT CHEMICALS & SUPPLIES	718.55	20,220.05	35,000.00	14,779.95	57.8
40-45-6551 ADMIN & BILLING	1,715.85	17,976.58	25,500.00	7,523.42	70.5
40-45-6570 INS-VEHICLE, LIAB, EQUIP, BLDG	.00	29,000.00	29,000.00	.00	100.0
40-45-6574 AUDIT & BOND	.00	8,032.67	12,000.00	3,967.33	66.9
40-45-6580 FUEL & OIL	532.74	4,742.69	10,000.00	5,257.31	47.4
40-45-6667 STORM DAMAGE REPAIR	.00	.00	500.00	500.00	.0
40-45-6690 VEHICLE MAINT, SUPP & REP	.00	5,602.81	15,000.00	9,397.19	37.4
40-45-6745 REQUIRED TESTING	870.00	4,803.00	7,000.00	2,197.00	68.6
40-45-6750 SYSTEM MAINT & SUPP	6,478.12	65,191.83	100,000.00	34,808.17	65.2
40-45-6831 DUES	.00	.00	3,200.00	3,200.00	.0
40-45-6850 ATTORNEY	.00	1,185.00	5,000.00	3,815.00	23.7
40-45-6851 ENGINEERING	1,420.50	22,815.04	25,000.00	2,184.96	91.3
40-45-6915 TRAVEL & TRAINING-STAFF	.00	4,427.03	8,000.00	3,572.97	55.3
40-45-6945 METER READERS	618.94	5,261.59	10,100.00	4,838.41	52.1
40-45-6951 ORDINANCE ENFORCEMENT	.00	.00	500.00	500.00	.0
TOTAL MATERIALS & SERVICES	18,542.42	229,164.85	343,300.00	114,135.15	66.8
<u>CAPITAL OUTLAY</u>					
40-47-7601 IMPROVEMENT & NEW LINES	.00	1,244.04	3,000,000.00	2,998,755.96	.0
40-47-7602 WATER FACILITIES CAP OUTLAY	3,476.25	89,360.34	235,000.00	145,639.66	38.0
40-47-7603 PUBLIC WORKS MOBILE EQUIPMENT	.00	14,774.42	15,000.00	225.58	98.5
TOTAL CAPITAL OUTLAY	3,476.25	105,378.80	3,250,000.00	3,144,621.20	3.2

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

WATER OPERATING

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CONTINGENCY</u>					
40-48-7999	CONTINGENCY - WTR	.00	.00	627,534.00	627,534.00	.0
	TOTAL CONTINGENCY	.00	.00	627,534.00	627,534.00	.0
	<u>TRANSFERS</u>					
40-49-8027	TO - CC - CH OPERATING	11,250.00	33,750.00	45,000.00	11,250.00	75.0
40-49-8045	TO -WMP FUND	25,000.00	75,000.00	100,000.00	25,000.00	75.0
	TOTAL TRANSFERS	36,250.00	108,750.00	145,000.00	36,250.00	75.0
	TOTAL FUND EXPENDITURES	109,660.84	897,722.85	5,089,908.00	4,192,185.15	17.6
	NET REVENUE OVER EXPENDITURES	( 94,180.28)	154,222.00	( 930,971.00)	( 1,085,193.00)	16.6

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

WATER MASTER PLAN

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
42-36-4120	INTEREST INCOME	3,921.69	38,083.09	31,000.00	( 7,083.09)	122.9
	TOTAL OTHER INCOME	3,921.69	38,083.09	31,000.00	( 7,083.09)	122.9
	<u>TRANSFERS</u>					
42-39-4030	TIF - WATER OP	25,000.00	75,000.00	100,000.00	25,000.00	75.0
	TOTAL TRANSFERS	25,000.00	75,000.00	100,000.00	25,000.00	75.0
	TOTAL FUND REVENUE	28,921.69	113,083.09	131,000.00	17,916.91	86.3

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

WATER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
42-47-7555 WMP - IMPLIMENTATION PROJECTS	.00	8,640.97	450,000.00	441,359.03	1.9
TOTAL CAPITAL OUTLAY	.00	8,640.97	450,000.00	441,359.03	1.9
TOTAL FUND EXPENDITURES	.00	8,640.97	450,000.00	441,359.03	1.9
NET REVENUE OVER EXPENDITURES	28,921.69	104,442.12	( 319,000.00)	( 423,442.12)	32.7

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

81 WATER REVENUE BOND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
	<u>DEBT SERVICE</u>					
43-49-8023	TO - WTR OPERATING	34.00	102.00	137.00	35.00	74.5
	TOTAL DEBT SERVICE	34.00	102.00	137.00	35.00	74.5
	TOTAL FUND EXPENDITURES	34.00	102.00	137.00	35.00	74.5
	NET REVENUE OVER EXPENDITURES	( 34.00)	( 102.00)	( 137.00)	( 35.00)	( 74.5)

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

WATER DEBT SERVICE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>UTILITY BILLING</u>					
47-34-4550	WATER DEBT REVENUE	503.66	104,103.67	150,000.00	45,896.33	69.4
	TOTAL UTILITY BILLING	503.66	104,103.67	150,000.00	45,896.33	69.4
	<u>OTHER INCOME</u>					
47-36-4120	INTEREST INCOME	3,006.37	26,387.68	2,700.00	( 23,687.68)	977.3
	TOTAL OTHER INCOME	3,006.37	26,387.68	2,700.00	( 23,687.68)	977.3
	TOTAL FUND REVENUE	3,510.03	130,491.35	152,700.00	22,208.65	85.5

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

WATER DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
47-49-8512 NEDONNA BEACH WTR LINE - PRINC	.00	.00	205,000.00	205,000.00	.0
47-49-8520 WATER PLANT DS - PRINC	.00	30,000.00	30,000.00	.00	100.0
47-49-8521 WATER PLANT DS - INT	.00	7,650.00	7,650.00	.00	100.0
TOTAL DEBT SERVICE	.00	37,650.00	242,650.00	205,000.00	15.5
TOTAL FUND EXPENDITURES	.00	37,650.00	242,650.00	205,000.00	15.5
NET REVENUE OVER EXPENDITURES	3,510.03	92,841.35	( 89,950.00)	( 182,791.35)	103.2

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

WATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
49-36-4120	INTEREST INCOME	2,744.57	24,803.74	3,300.00	( 21,503.74)	751.6
	TOTAL OTHER INCOME	2,744.57	24,803.74	3,300.00	( 21,503.74)	751.6
	<u>WATER SDC FEES</u>					
49-38-4935	REIMB FEES - WTR SDC FUND	552.00	5,520.00	9,800.00	4,280.00	56.3
49-38-4940	IMP FEES - WTR SDC FND	5,925.00	53,325.00	80,000.00	26,675.00	66.7
	TOTAL WATER SDC FEES	6,477.00	58,845.00	89,800.00	30,955.00	65.5
	TOTAL FUND REVENUE	9,221.57	83,648.74	93,100.00	9,451.26	89.9



CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

WATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CAPITAL OUTLAY</u>					
49-47-7880	CONT MAT - IMP WTR	.00	958.00	337,799.00	336,841.00	.3
49-47-7885	CONT MAT - REIMB WTR	.00	.00	157,151.00	157,151.00	.0
	TOTAL CAPITAL OUTLAY	.00	958.00	494,950.00	493,992.00	.2
	TOTAL FUND EXPENDITURES	.00	958.00	494,950.00	493,992.00	.2
	NET REVENUE OVER EXPENDITURES	9,221.57	82,690.74	( 401,850.00)	( 484,540.74)	20.6

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

SEWER OPERATING FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>UTILITY BILLING</u>					
50-34-4640	SEWER SERVICE BASE	( 6.25)	539,198.80	780,000.00	240,801.20	69.1
50-34-4650	NEW SEWER CONNECTIONS	2,550.00	14,090.00	17,250.00	3,160.00	81.7
50-34-4660	SEWER MASTER PLAN	205.97	55,753.58	82,000.00	26,246.42	68.0
	TOTAL UTILITY BILLING	2,749.72	609,042.38	879,250.00	270,207.62	69.3
	<u>OTHER INCOME</u>					
50-36-4120	INTEREST INCOME	3,802.87	36,896.73	34,000.00	( 2,896.73)	108.5
50-36-4150	MISC RECEIPTS - SEWER	.00	8,035.42	1,000.00	( 7,035.42)	803.5
	TOTAL OTHER INCOME	3,802.87	44,932.15	35,000.00	( 9,932.15)	128.4
	TOTAL FUND REVENUE	6,552.59	653,974.53	914,250.00	260,275.47	71.5

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

SEWER OPERATING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
50-41-5055 MAINT WORKER WAGES	7,004.59	74,516.73	107,554.00	33,037.27	69.3
50-41-5056 EXTRA LABOR WAGES	.00	.00	10,000.00	10,000.00	.0
50-41-5057 OFFICE ASST WAGE	14,044.62	112,213.61	147,500.00	35,286.39	76.1
50-41-5058 SUPER PUB WORKS	3,339.49	32,058.98	42,080.00	10,021.02	76.2
50-41-5059 PLANT OP WAGES	5,035.04	45,436.60	64,400.00	18,963.40	70.6
50-41-5064 STANDBY - SEWER	.00	.00	2,100.00	2,100.00	.0
50-41-5065 OVERTIME SEWER	253.88	1,996.33	5,950.00	3,953.67	33.6
50-41-5075 ACCRUED VAC - COMP TIME	.00	.00	5,000.00	5,000.00	.0
50-41-5082 CITY MANAGER WAGES	1,166.79	10,911.47	14,255.00	3,343.53	76.5
50-41-5085 MAYOR & COUNCIL STIPEND	99.00	723.00	1,386.00	663.00	52.2
50-41-5152 PAYROLL EXP - SEWER	18,854.16	157,343.84	291,600.00	134,256.16	54.0
TOTAL PERSONNEL SERVICES	49,797.57	435,200.56	691,825.00	256,624.44	62.9
<u>MATERIALS &amp; SERVICES</u>					
50-45-6110 ELECTRICITY - SEWER	2,827.22	22,199.14	33,500.00	11,300.86	66.3
50-45-6455 EMERGENCY MANAGEMENT	.00	.00	1,000.00	1,000.00	.0
50-45-6520 BLDG MAINT - SEWER	1,873.21	4,753.20	4,900.00	146.80	97.0
50-45-6530 TELEPHONE & TELEMETRY	489.46	5,033.20	6,900.00	1,866.80	72.9
50-45-6534 PLANT CHEMICALS & SUP	6,233.04	48,586.22	65,000.00	16,413.78	74.8
50-45-6551 ADMIN & BILLING	1,709.59	16,757.17	30,800.00	14,042.83	54.4
50-45-6570 INS - VEHICLE, LIAB, EQUIP, BL	.00	44,000.00	44,000.00	.00	100.0
50-45-6574 AUDIT & BOND	.00	8,034.67	12,000.00	3,965.33	67.0
50-45-6580 FUEL & OIL	532.74	4,742.69	15,000.00	10,257.31	31.6
50-45-6690 VEHICLE MAINT, SUP & REP	.00	9,056.73	15,000.00	5,943.27	60.4
50-45-6740 I & I WORK	.00	23,591.84	26,000.00	2,408.16	90.7
50-45-6745 REQUIRED TESTING	.00	.00	2,000.00	2,000.00	.0
50-45-6750 SYSTEM MAINT & SUPPLY	( 22.15)	41,038.22	80,000.00	38,961.78	51.3
50-45-6831 DUES	.00	.00	1,200.00	1,200.00	.0
50-45-6850 ATTORNEY	.00	.00	2,800.00	2,800.00	.0
50-45-6851 ENGINEERING	10,894.50	20,055.54	48,000.00	27,944.46	41.8
50-45-6915 TRAVEL & TRAINING - STAFF	341.79	3,780.08	6,000.00	2,219.92	63.0
50-45-6945 METER READERS	618.95	5,261.58	14,000.00	8,738.42	37.6
50-45-6951 ORDINANCE ENFORCEMENT	.00	.00	500.00	500.00	.0
TOTAL MATERIALS & SERVICES	25,498.35	256,890.28	408,600.00	151,709.72	62.9
<u>CAPITAL OUTLAY</u>					
50-47-7602 PW MOBILE EQUIP REPLACE PLAN	.00	14,774.42	15,000.00	225.58	98.5
TOTAL CAPITAL OUTLAY	.00	14,774.42	15,000.00	225.58	98.5

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

SEWER OPERATING FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CONTINGENCY</u>					
50-48-7999	CONTINGENCY - SEWER	.00	.00	147,242.00	147,242.00	.0
	TOTAL CONTINGENCY	.00	.00	147,242.00	147,242.00	.0
	<u>TRANSFERS</u>					
50-49-8027	TRNSFR TO - GF CH OPERATING	11,250.00	33,750.00	45,000.00	11,250.00	75.0
50-49-8033	TRNSFR TO - SEWER MASTER PLAN	20,500.00	61,500.00	82,000.00	20,500.00	75.0
	TOTAL TRANSFERS	31,750.00	95,250.00	127,000.00	31,750.00	75.0
	TOTAL FUND EXPENDITURES	107,045.92	802,115.26	1,389,667.00	587,551.74	57.7
	NET REVENUE OVER EXPENDITURES	( 100,493.33)	( 148,140.73)	( 475,417.00)	( 327,276.27)	( 31.2)

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

SEWER MASTER PLAN

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
52-36-4120	INTEREST INCOME	2,512.25	20,195.50	18,000.00	( 2,195.50)	112.2
	TOTAL OTHER INCOME	2,512.25	20,195.50	18,000.00	( 2,195.50)	112.2
	<u>TRANSFERS</u>					
52-39-4032	TRNSFR IN - FROM SEWER OPER	20,500.00	61,500.00	82,000.00	20,500.00	75.0
	TOTAL TRANSFERS	20,500.00	61,500.00	82,000.00	20,500.00	75.0
	TOTAL FUND REVENUE	23,012.25	81,695.50	100,000.00	18,304.50	81.7

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

SEWER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
52-47-7555 WWMP-IMPLIMENTATION PROJECTS	5,032.30	10,756.30	335,000.00	324,243.70	3.2
TOTAL CAPITAL OUTLAY	5,032.30	10,756.30	335,000.00	324,243.70	3.2
TOTAL FUND EXPENDITURES	5,032.30	10,756.30	335,000.00	324,243.70	3.2
NET REVENUE OVER EXPENDITURES	17,979.95	70,939.20	( 235,000.00)	( 305,939.20)	30.2

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

SEWER DEBT SERVICE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>UTILITY BILLING</u>					
56-34-4650	SEWER DEBT REVENUE	642.00	173,777.57	254,640.00	80,862.43	68.2
	TOTAL UTILITY BILLING	642.00	173,777.57	254,640.00	80,862.43	68.2
	<u>OTHER INCOME</u>					
56-36-4120	INTEREST INCOME	3,422.90	29,744.97	13,500.00	( 16,244.97)	220.3
	TOTAL OTHER INCOME	3,422.90	29,744.97	13,500.00	( 16,244.97)	220.3
	TOTAL FUND REVENUE	4,064.90	203,522.54	268,140.00	64,617.46	75.9

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

SEWER DEBT SERVICE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DEBT SERVICE</u>					
56-49-8510	WW OUTFALL LOAN PRINCIPLE	.00	205,000.00	205,000.00	.00	100.0
56-49-8511	WW-OUTFALL LOAN INTEREST	.00	3,075.00	3,075.00	.00	100.0
	TOTAL DEBT SERVICE	.00	208,075.00	208,075.00	.00	100.0
	TOTAL FUND EXPENDITURES	.00	208,075.00	208,075.00	.00	100.0
	NET REVENUE OVER EXPENDITURES	4,064.90	( 4,552.46)	60,065.00	64,617.46	( 7.6)



CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

SEWER SDC

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
59-36-4120	INTEREST INCOME	6,216.11	57,244.64	3,000.00	( 54,244.64)	1908.2
	TOTAL OTHER INCOME	6,216.11	57,244.64	3,000.00	( 54,244.64)	1908.2
	<u>FEEES</u>					
59-38-4935	REIMB FEES - SEWER SDC	1,478.00	11,824.00	20,000.00	8,176.00	59.1
59-38-4940	IMP FEES - SEWER SDC	2,645.00	27,085.00	55,000.00	27,915.00	49.3
	TOTAL FEES	4,123.00	38,909.00	75,000.00	36,091.00	51.9
	TOTAL FUND REVENUE	10,339.11	96,153.64	78,000.00	( 18,153.64)	123.3

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

SEWER SDC

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MATERIALS &amp; SERVICES</u>					
59-45-6050	CONT MAT - REIMB SWR SDC	.00	13,855.60	435,732.00	421,876.40	3.2
59-45-6051	CONT MAT - IMP SWR	.00	.00	996,933.00	996,933.00	.0
	TOTAL MATERIALS & SERVICES	.00	13,855.60	1,432,665.00	1,418,809.40	1.0
	TOTAL FUND EXPENDITURES	.00	13,855.60	1,432,665.00	1,418,809.40	1.0
	NET REVENUE OVER EXPENDITURES	10,339.11	82,298.04	( 1,354,665.00)	( 1,436,963.04)	6.1

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

TRANSIENT ROOM TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>ROOM TAX REVENUES</u>					
80-31-4710	TRT REVENUE 5%	168.87	963,236.36	1,200,000.00	236,763.64	80.3
80-31-4711	TRT REVENUE 2% - ADV	67.55	385,253.28	480,000.00	94,746.72	80.3
80-31-4712	TRT REVENUE 2% - CTY	67.55	385,254.64	480,000.00	94,745.36	80.3
80-31-4713	TRT REVENUE 1% - CTY	33.78	192,406.72	240,000.00	47,593.28	80.2
80-31-4714	DELINQUENT TRT REV COLLECTIONS	( 337.75)	.00	.00	.00	.0
	TOTAL ROOM TAX REVENUES	.00	1,926,151.00	2,400,000.00	473,849.00	80.3
	<u>OTHER INCOME</u>					
80-36-4120	INTEREST INCOME - TRT	7,129.08	45,220.66	13,750.00	( 31,470.66)	328.9
	TOTAL OTHER INCOME	7,129.08	45,220.66	13,750.00	( 31,470.66)	328.9
	TOTAL FUND REVENUE	7,129.08	1,971,371.66	2,413,750.00	442,378.34	81.7

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2025

TRANSIENT ROOM TAX

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS &amp; SERVICES</u>					
80-45-6533 ADVERTISING - MEDIA AGT	.00	145,259.86	210,000.00	64,740.14	69.2
80-45-6534 ADVERTISING - WEBSITE CTY	.00	20,147.15	170,000.00	149,852.85	11.9
80-45-6535 ADVERTISING/TOURISM AGT	.00	.00	60,000.00	60,000.00	.0
80-45-6536 ROCKAWAY LIONS EVENTS	.00	1,218.00	2,000.00	782.00	60.9
80-45-6537 FIREWORKS AND 4TH OF JULY	.00	49,721.16	75,000.00	25,278.84	66.3
80-45-6538 TOURISM PROMO AND FACILITIES	.00	9,437.00	333,535.00	324,098.00	2.8
TOTAL MATERIALS & SERVICES	.00	225,783.17	850,535.00	624,751.83	26.6
<u>TRANSFERS</u>					
80-49-8024 TO - GF POLICE	83,600.00	250,800.00	334,400.00	83,600.00	75.0
80-49-8025 TO - GENERAL FUND	24,600.00	73,800.00	98,400.00	24,600.00	75.0
80-49-8026 TO - FIRE TRK RES	30,250.00	90,750.00	121,000.00	30,250.00	75.0
80-49-8036 TO - P & E RESERVE	164,600.00	493,800.00	658,400.00	164,600.00	75.0
80-49-8041 TO - ROADS & STREETS	92,100.00	276,300.00	368,400.00	92,100.00	75.0
80-49-8044 TO - GF CITY BEAUTIF	1,250.00	3,750.00	5,000.00	1,250.00	75.0
80-49-8046 TO - GF FIRE	83,600.00	250,800.00	334,400.00	83,600.00	75.0
TOTAL TRANSFERS	480,000.00	1,440,000.00	1,920,000.00	480,000.00	75.0
TOTAL FUND EXPENDITURES	480,000.00	1,665,783.17	2,770,535.00	1,104,751.83	60.1
NET REVENUE OVER EXPENDITURES	( 472,870.92)	305,588.49	( 356,785.00)	( 662,373.49)	85.7

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES &amp; RESOURCES</u>					
10-31-4010 CUR YR PROP TX - GEN FUND	2,763.15	494,540.05	479,850.00	( 14,690.05)	103.1
10-31-4020 DELINQUENT PROP TAX REVENUE	633.18	7,026.90	5,494.00	( 1,532.90)	127.9
10-31-4040 LIQUOR TAX - OLCC	.00	19,758.24	30,325.00	10,566.76	65.2
10-31-4050 CIGARETTE TAX	47.39	736.78	1,065.00	328.22	69.2
10-31-4060 OTHER TAX REVENUE	.00	20,835.88	35,000.00	14,164.12	59.5
TOTAL REVENUES & RESOURCES	3,443.72	542,897.85	551,734.00	8,836.15	98.4
<u>GRANTS, LOANS &amp; BONDS</u>					
10-33-4175 GRANTS - GENERAL FUND MISC	75,000.00	75,000.00	35,000.00	( 40,000.00)	214.3
10-33-4185 STATE REVENUE SHARING	.00	19,097.09	28,000.00	8,902.91	68.2
TOTAL GRANTS, LOANS & BONDS	75,000.00	94,097.09	63,000.00	( 31,097.09)	149.4
<u>FEES &amp; SERVICES</u>					
10-34-4060 FRANCHISE FEES	11,304.58	82,086.03	390,500.00	308,413.97	21.0
10-34-4065 BUSINESS LICENSES	363.75	14,152.75	.00	( 14,152.75)	.0
10-34-4066 STR LICENSE FEES	500.00	271,107.23	.00	( 271,107.23)	.0
10-34-4085 LAND USE-ORDINANCE FEES-PERMIT	3,028.75	12,345.00	20,500.00	8,155.00	60.2
10-34-4141 CIVIC/COMM CENTER RENT	.00	939.58	1,000.00	60.42	94.0
10-34-4142 FIRST FLOOR RENT-HLTH DEPT	946.00	9,460.00	11,500.00	2,040.00	82.3
10-34-4145 CC-REFUNDABLE DEPOSITS	.00	.00	100.00	100.00	.0
10-34-4146 HEALTH DEPT UTILITY REIMB	99.58	896.22	3,060.00	2,163.78	29.3
TOTAL FEES & SERVICES	16,242.66	390,986.81	426,660.00	35,673.19	91.6
<u>FIRE DEPARTMENT</u>					
10-35-4091 NEDONNA FIRE DIST	.00	34,000.00	30,000.00	( 4,000.00)	113.3
10-35-4092 TWIN ROCKS WATER DISTRICT	10,000.00	10,000.00	10,000.00	.00	100.0
10-35-4093 OR STATE FORESTRY DEPT	.00	500.00	500.00	.00	100.0
10-35-4185 FIRE PERMITS	.00	.00	50.00	50.00	.0
10-35-4186 EMERGENCY SERVICES FEE	.00	84,703.14	125,000.00	40,296.86	67.8
TOTAL FIRE DEPARTMENT	10,000.00	129,203.14	165,550.00	36,346.86	78.0
<u>OTHER REVENUES</u>					
10-36-4120 INTEREST ON INVESTED FUNDS	.00	98,188.10	193,000.00	94,811.90	50.9
10-36-4150 MISC RCPTS - GEN FUND	2,701.33	15,570.73	10,000.00	( 5,570.73)	155.7
10-36-4190 SURPLUS PROPERTY SALES	.00	.00	500.00	500.00	.0
TOTAL OTHER REVENUES	2,701.33	113,758.83	203,500.00	89,741.17	55.9

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>POLICE DEPARTMENT</u>					
10-37-4100 CITATIONS - FINES & FORFEITS	1,565.84	7,457.12	7,140.00	( 317.12)	104.4
TOTAL POLICE DEPARTMENT	1,565.84	7,457.12	7,140.00	( 317.12)	104.4
<u>TRANSFERS</u>					
10-39-4030 TIF - TRT POLICE	.00	250,800.00	334,400.00	83,600.00	75.0
10-39-4032 TIF -SEWER OP	.00	33,750.00	45,000.00	11,250.00	75.0
10-39-4035 TIF - DEBT SERVICE RESERVE	.00	172,050.00	229,400.00	57,350.00	75.0
10-39-4036 TIF- TRT-GF PW CAP OUT PROJECT	.00	10,800.00	14,400.00	3,600.00	75.0
10-39-4037 TIF - CC	.00	33,750.00	45,000.00	11,250.00	75.0
10-39-4038 TIF- TRT-GF PW CAP OUTLAY PROJ	.00	15,000.00	20,000.00	5,000.00	75.0
10-39-4052 TIF - TRT-CTY BEAUTIF	.00	3,750.00	5,000.00	1,250.00	75.0
10-39-4053 TIF - TRT FIRE DEPT	.00	250,800.00	334,400.00	83,600.00	75.0
10-39-4055 TIF - TRT USDA LOAN	.00	48,000.00	64,000.00	16,000.00	75.0
TOTAL TRANSFERS	.00	818,700.00	1,091,600.00	272,900.00	75.0
TOTAL FUND REVENUE	108,953.55	2,097,100.84	2,509,184.00	412,083.16	83.6

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
10-45-6550 MATERIALS SUPPLIES	.00	203,351.13	668,392.00	465,040.87	30.4
TOTAL POLICE DEPARTMENT	.00	203,351.13	668,392.00	465,040.87	30.4
<u>FIRE DEPARTMENT</u>					
10-46-5052 FIRE CHIEF WAGES	8,957.88	89,578.85	113,000.00	23,421.15	79.3
10-46-5053 FIREFIGHTERS	10,906.70	130,930.58	176,000.00	45,069.42	74.4
10-46-5054 OVERTIME-FIRE DEPARTMENT	403.72	8,025.37	5,000.00	( 3,025.37)	160.5
10-46-5061 VOLUNTEER FIRE FIGHTER BONUS	4,865.91	44,767.50	42,000.00	( 2,767.50)	106.6
10-46-5062 RECORD KEEPING & TRAINING	381.64	1,506.64	2,500.00	993.36	60.3
10-46-5152 PAYROLL EXPENSES - FIRE	13,938.39	144,943.21	200,000.00	55,056.79	72.5
10-46-6110 ELECTRICITY	.00	2,933.64	3,800.00	866.36	77.2
10-46-6530 TELEPHONE & TECHNOLOGY	485.30	20,197.39	12,000.00	( 8,197.39)	168.3
10-46-6535 MEDICAL	.00	1,835.38	10,500.00	8,664.62	17.5
10-46-6555 SUPPLIES, GEAR & SERVICES	489.40	24,968.93	32,500.00	7,531.07	76.8
10-46-6557 EMERGENCY MANAGEMENT SUPPLIES	.00	4,709.46	7,500.00	2,790.54	62.8
10-46-6570 INS- VEHICLE, LIAB, EQUIP, BLD	.00	19,500.54	28,000.00	8,499.46	69.6
10-46-6580 FUEL & OIL	334.28	4,128.43	10,000.00	5,871.57	41.3
10-46-6582 ELECTRONIC REP-MAINT	.00	.00	1,500.00	1,500.00	.0
10-46-6630 FIRE BLDG MAINT	173.86	1,464.47	15,000.00	13,535.53	9.8
10-46-6660 SAFETY TRAINING & FIRST AID	5,093.90	10,960.22	22,000.00	11,039.78	49.8
10-46-6670 REQUIRED EQUIP TESTING	.00	6,866.63	10,000.00	3,133.37	68.7
10-46-6690 VEHICLE MAINT, SUP & REP	45.24	5,101.94	15,000.00	9,898.06	34.0
TOTAL FIRE DEPARTMENT	46,076.22	522,419.18	706,300.00	183,880.82	74.0

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-48-5057 OFFICE ASSISTANT	11,106.38	121,385.14	132,000.00	10,614.86	92.0
10-48-5065 OVERTIME - CITY HALL	.00	.00	1,200.00	1,200.00	.0
10-48-5075 ACCRUED VACATION - ADMIN	.00	.00	5,000.00	5,000.00	.0
10-48-5082 CITY MANAGER	8,167.53	84,547.88	99,760.00	15,212.12	84.8
10-48-5085 MAYOR & COUNCIL STIPEND	152.00	1,381.00	1,400.00	19.00	98.6
10-48-5152 PAYROLL EXP - ADMIN	17,110.74	129,987.67	167,000.00	37,012.33	77.8
10-48-6410 PLANNING & ZONING	1,965.00	56,939.37	10,000.00	( 46,939.37)	569.4
10-48-6440 REFUNDABLE DEPOSITS	.00	805.00	200.00	( 605.00)	402.5
10-48-6530 TELEPHONE	50.00	3,986.19	5,800.00	1,813.81	68.7
10-48-6570 INS-VEHICLE, LIAB, EQUIP, BLDG	.00	22,224.98	22,000.00	( 224.98)	101.0
10-48-6571 TECHNOLOGY & DATA PROCESSING	2,237.75	49,981.55	65,000.00	15,018.45	76.9
10-48-6577 ORDINANCE UPDATE	.00	1,622.87	4,000.00	2,377.13	40.6
10-48-6596 EMERGENCY SERVICES EXPENSE	.00	.00	1,000.00	1,000.00	.0
10-48-6666 CITY BEAUTIFICATION	.00	.00	3,000.00	3,000.00	.0
10-48-6830 CITY HALL OPERATIONS	6,183.66	33,603.97	66,000.00	32,396.03	50.9
10-48-6831 DUES-CITY, OFFICIALS & STAFF	727.06	2,699.80	3,500.00	800.20	77.1
10-48-6835 BANK FEES	55.00	7,415.56	2,000.00	( 5,415.56)	370.8
10-48-6840 COURT COSTS	.00	.00	100.00	100.00	.0
10-48-6850 ATTORNEY	2,487.00	41,231.00	71,978.00	30,747.00	57.3
10-48-6870 AUDIT & BOND	.00	8,705.91	9,500.00	794.09	91.6
10-48-6880 ADVERTISING	271.45	4,321.60	2,000.00	( 2,321.60)	216.1
10-48-6890 STATIONERY & SUPPLIES	.00	4,376.65	10,000.00	5,623.35	43.8
10-48-6915 TRAVEL & TRAIN-STAFF	.00	6,090.53	8,000.00	1,909.47	76.1
10-48-6920 BLDG MAINT-CTY HALL	1,303.13	9,228.27	18,000.00	8,771.73	51.3
10-48-6931 COUNCIL EXPENSE	.00	844.34	3,750.00	2,905.66	22.5
10-48-6932 CITY MANAGER FUND	.00	812.85	750.00	( 62.85)	108.4
10-48-6954 COMMUNITY GRANTS	17,793.58	17,793.58	75,000.00	57,206.42	23.7
10-48-8000 GENERAL FUND CAPITAL PROJECTS	.00	.00	20,000.00	20,000.00	.0
10-48-8041 TO - ROADS/STREETS, FRANCHISE	.00	37,500.00	50,000.00	12,500.00	75.0
10-48-8044 TO -FIRE EQUIPMENT RESERVE	.00	33,750.00	45,000.00	11,250.00	75.0
10-48-8046 TO - ECONOMIC STABILITY RES FD	.00	344,850.00	459,800.00	114,950.00	75.0
10-48-8518 DEBT SVC - GF LOANS & DEBT SVC	506.10	78,825.90	140,000.00	61,174.10	56.3
TOTAL ADMINISTRATION	70,116.38	1,104,911.61	1,502,738.00	397,826.39	73.5
<u>CONTINGENCY</u>					
10-52-7999 CONTINGENCY - GF	.00	.00	295,870.00	295,870.00	.0
TOTAL CONTINGENCY	.00	.00	295,870.00	295,870.00	.0
TOTAL FUND EXPENDITURES	116,192.60	1,830,681.92	3,173,300.00	1,342,618.08	57.7
NET REVENUE OVER EXPENDITURES	( 7,239.05)	266,418.92	( 664,116.00)	( 930,534.92)	40.1



CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

FIRE EQUIP RESERVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
14-36-4120	INTEREST INCOME	.00	12,138.84	2,100.00	( 10,038.84)	578.0
	TOTAL OTHER INCOME	.00	12,138.84	2,100.00	( 10,038.84)	578.0
	<u>TRANSFERS</u>					
14-39-4026	TIF - GF	.00	33,750.00	45,000.00	11,250.00	75.0
14-39-4030	TIF - TRT	.00	90,750.00	121,000.00	30,250.00	75.0
	TOTAL TRANSFERS	.00	124,500.00	166,000.00	41,500.00	75.0
	TOTAL FUND REVENUE	.00	136,638.84	168,100.00	31,461.16	81.3

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

FIRE EQUIP RESERVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>FIRE DEPARTMENT</u>					
14-47-7621	FIRE EQUIP & CAPITAL OUTLAY	.00	54,763.39	165,000.00	110,236.61	33.2
14-47-7625	FIRE TRUCK	.00	86,775.75	90,000.00	3,224.25	96.4
	TOTAL FIRE DEPARTMENT	.00	141,539.14	255,000.00	113,460.86	55.5
	TOTAL FUND EXPENDITURES	.00	141,539.14	255,000.00	113,460.86	55.5
	NET REVENUE OVER EXPENDITURES	.00	( 4,900.30)	( 86,900.00)	( 81,999.70)	( 5.6)

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CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

LOAN PAYMENT RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DEPARTMENT 48</u>					
16-48-4032	TO -GENERAL FUND	.00	172,050.00	229,400.00	57,350.00	75.0
	TOTAL DEPARTMENT 48	.00	172,050.00	229,400.00	57,350.00	75.0
	TOTAL FUND EXPENDITURES	.00	172,050.00	229,400.00	57,350.00	75.0
	NET REVENUE OVER EXPENDITURES	.00	( 172,050.00)	( 229,400.00)	( 57,350.00)	( 75.0)

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CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

ECONOMIC STABILITY RESERVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
17-36-4120	INTEREST INCOME	.00	4,086.40	5,000.00	913.60	81.7
	TOTAL OTHER INCOME	.00	4,086.40	5,000.00	913.60	81.7
	<u>TRANSFERS</u>					
17-39-4030	TIF - GEN FND	.00	344,850.00	459,800.00	114,950.00	75.0
	TOTAL TRANSFERS	.00	344,850.00	459,800.00	114,950.00	75.0
	TOTAL FUND REVENUE	.00	348,936.40	464,800.00	115,863.60	75.1
	NET REVENUE OVER EXPENDITURES	.00	348,936.40	464,800.00	115,863.60	75.1

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

PROJECT & EQUIP RESERVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SOURCE 33</u>					
21-33-4184	GRANTS: TOURISM FACILITIES	.00	.00	75,000.00	75,000.00	.0
	TOTAL SOURCE 33	.00	.00	75,000.00	75,000.00	.0
	<u>OTHER INCOME</u>					
21-36-4120	INTEREST INCOME	.00	24,896.41	3,000.00	( 21,896.41)	829.9
	TOTAL OTHER INCOME	.00	24,896.41	3,000.00	( 21,896.41)	829.9
	<u>TRANSFERS IN</u>					
21-39-4030	TIF - TRT	.00	493,800.00	658,400.00	164,600.00	75.0
	TOTAL TRANSFERS IN	.00	493,800.00	658,400.00	164,600.00	75.0
	TOTAL FUND REVENUE	.00	518,696.41	736,400.00	217,703.59	70.4

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

PROJECT & EQUIP RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
21-47-7577 TOURISM CAPITAL PROJECTS	660.00	427,646.93	2,000,000.00	1,572,353.07	21.4
TOTAL CAPITAL OUTLAY	660.00	427,646.93	2,000,000.00	1,572,353.07	21.4
TOTAL FUND EXPENDITURES	660.00	427,646.93	2,000,000.00	1,572,353.07	21.4
NET REVENUE OVER EXPENDITURES	( 660.00)	91,049.48	( 1,263,600.00)	( 1,354,649.48)	7.2

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CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

ROADS & STREETS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>STATE REVENUE</u>					
30-31-2985	RESTRICTED BIKE PATHS ODOT	87.28	1,031.62	1,190.00	158.38	86.7
30-31-4340	STATE STREET - DMV - REVENUE	8,640.24	102,129.76	119,000.00	16,870.24	85.8
	TOTAL STATE REVENUE	8,727.52	103,161.38	120,190.00	17,028.62	85.8
	<u>GRANTS</u>					
30-33-4182	GRANTS & REIM- ROADS & STREETS	.00	.00	250,000.00	250,000.00	.0
	TOTAL GRANTS	.00	.00	250,000.00	250,000.00	.0
	<u>OTHER REVENUE</u>					
30-36-4120	INTEREST INCOME	.00	27,830.53	31,000.00	3,169.47	89.8
	TOTAL OTHER REVENUE	.00	27,830.53	31,000.00	3,169.47	89.8
	<u>TRANSFERS</u>					
30-39-4030	TIF - TRT	.00	276,300.00	368,400.00	92,100.00	75.0
30-39-4038	TIF - GEN FND	.00	37,500.00	50,000.00	12,500.00	75.0
	TOTAL TRANSFERS	.00	313,800.00	418,400.00	104,600.00	75.0
	TOTAL FUND REVENUE	8,727.52	444,791.91	819,590.00	374,798.09	54.3

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

ROADS & STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
30-41-5055 MAINT WKR WAGES	6,284.86	79,805.83	91,000.00	11,194.17	87.7
30-41-5056 EXTRA LABOR	.00	.00	5,000.00	5,000.00	.0
30-41-5058 SUPER OF PUBLIC WORKS	834.87	8,849.62	10,520.00	1,670.38	84.1
30-41-5060 PUBLIC WORKS DIRECTOR	866.09	866.09	.00	( 866.09)	.0
30-41-5065 OVERTIME	.00	5.84	5,600.00	5,594.16	.1
30-41-5075 ACCRUED VAC - RDS & STS	.00	.00	2,000.00	2,000.00	.0
30-41-5082 CTY MANAGER - RDS & STS	1,166.80	12,078.27	14,252.00	2,173.73	84.8
30-41-5152 PAYROLL EXP - RDS & STS	5,939.11	61,781.78	91,000.00	29,218.22	67.9
TOTAL PERSONNEL SERVICES	15,091.73	163,387.43	219,372.00	55,984.57	74.5
<u>MATERIALS &amp; SERVICES</u>					
30-45-6125 ELECTRIC-STLITES-WYSD-CTYPRKS	38.24	2,646.82	4,600.00	1,953.18	57.5
30-45-6130 WAYSIDE & PARKS	1,055.06	24,023.11	42,000.00	17,976.89	57.2
30-45-6131 NATURE CONSERVANCY	.00	2,978.59	10,000.00	7,021.41	29.8
30-45-6570 INS-VEHICLE, LIAB, EQUIP, BLDG	.00	8,000.00	8,000.00	.00	100.0
30-45-6572 STREET LIGHTS	1,403.00	14,432.45	25,000.00	10,567.55	57.7
30-45-6580 FUEL & OIL	222.84	2,792.28	7,000.00	4,207.72	39.9
30-45-6592 PARKING LEASE	.00	2,796.98	1,600.00	( 1,196.98)	174.8
30-45-6600 DRAINAGE & FLOOD CONTROL	.00	2,989.68	10,000.00	7,010.32	29.9
30-45-6610 SIDEWALKS, CURBS & FOOTPATHS	.00	2,755.77	9,300.00	6,544.23	29.6
30-45-6620 STREET SIGNS	763.32	6,277.33	3,000.00	( 3,277.33)	209.2
30-45-6667 STORM DAMAGE REPAIR	.00	2,350.00	1,000.00	( 1,350.00)	235.0
30-45-6690 VEHICLE MAINT, SUPP & REP	2,277.59	16,533.52	15,000.00	( 1,533.52)	110.2
30-45-6800 ROADS, MATERIALS & SUPPLIES	486.84	26,915.59	33,500.00	6,584.41	80.4
TOTAL MATERIALS & SERVICES	6,246.89	115,492.12	170,000.00	54,507.88	67.9
<u>CAPITAL OUTLAY</u>					
30-47-7502 RDS-STIS IMPROVEMENT PROJECTS	.00	.00	450,000.00	450,000.00	.0
30-47-7506 RDS-STIS: CAPITAL IMPROV PLAN	.00	2,161.00	50,000.00	47,839.00	4.3
30-47-7508 RDS-STIS PW STORMWATER PROJECTS	.00	8,358.59	35,000.00	26,641.41	23.9
TOTAL CAPITAL OUTLAY	.00	10,519.59	535,000.00	524,480.41	2.0
<u>CONTINGENCY</u>					
30-48-7999 CONTINGENCY - ROADS	.00	.00	137,906.00	137,906.00	.0
TOTAL CONTINGENCY	.00	.00	137,906.00	137,906.00	.0
TOTAL FUND EXPENDITURES	21,338.62	289,399.14	1,062,278.00	772,878.86	27.2



CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

ROADS & STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	( 12,611.10)	155,392.77	( 242,688.00)	( 398,080.77)	64.0

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CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

TRANSPORTATION SDC

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
39-36-4120	INTEREST INCOME	.00	8,339.07	1,800.00	( 6,539.07)	463.3
	TOTAL OTHER INCOME	.00	8,339.07	1,800.00	( 6,539.07)	463.3
	<u>FEES</u>					
39-38-4940	IMP FEES - TRANSPORT SDC	900.00	5,400.00	18,000.00	12,600.00	30.0
	TOTAL FEES	900.00	5,400.00	18,000.00	12,600.00	30.0
	TOTAL FUND REVENUE	900.00	13,739.07	19,800.00	6,060.93	69.4

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CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

TRANSPORTATION SDC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
39-47-7880 CONT MAT - IMP TRANS	.00	.00	242,519.00	242,519.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	242,519.00	242,519.00	.0
TOTAL FUND EXPENDITURES	.00	.00	242,519.00	242,519.00	.0
NET REVENUE OVER EXPENDITURES	900.00	13,739.07	( 222,719.00)	( 236,458.07)	6.2

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CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

WATER OPERATING

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>REVENUE</u>					
40-34-4540	WATER SERVICE BASE	( 184.49)	870,534.06	1,215,000.00	344,465.94	71.7
40-34-4550	NEW WATER CONNECTIONS	.00	16,995.00	25,500.00	8,505.00	66.7
40-34-4560	WATER MASTER PLAN	.00	52,089.84	76,500.00	24,410.16	68.1
	TOTAL REVENUE	( 184.49)	939,618.90	1,317,000.00	377,381.10	71.4
	<u>INTEREST &amp; MISC</u>					
40-36-4120	INT - WATER OP	.00	91,731.43	16,000.00	( 75,731.43)	573.3
40-36-4150	MISC RCPTS - WTR OP FUND	.00	20,308.03	2,825,800.00	2,805,491.97	.7
	TOTAL INTEREST & MISC	.00	112,039.46	2,841,800.00	2,729,760.54	3.9
	<u>SOURCE 39</u>					
40-39-4047	TIF- FM WATER REVENUE BOND	.00	102.00	137.00	35.00	74.5
	TOTAL SOURCE 39	.00	102.00	137.00	35.00	74.5
	TOTAL FUND REVENUE	( 184.49)	1,051,760.36	4,158,937.00	3,107,176.64	25.3

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

WATER OPERATING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
40-41-5054 CODE ENFORCEMENT	.00	.00	3,500.00	3,500.00	.0
40-41-5055 MAINT WKR WAGE - WATER OP	8,221.22	84,951.26	109,504.00	24,552.74	77.6
40-41-5056 EXTRA LABOR - WTR OP	.00	.00	10,000.00	10,000.00	.0
40-41-5057 OFFICE ASSISTANT WAGES - WTR O	15,650.15	127,864.32	147,500.00	19,635.68	86.7
40-41-5058 SUPER PUB WKS - WTR OP	4,174.36	44,248.08	52,600.00	8,351.92	84.1
40-41-5059 PLANT OPERATOR - WATER OP	7,721.12	53,157.72	64,500.00	11,342.28	82.4
40-41-5064 STAND BY - WTR	.00	.00	1,750.00	1,750.00	.0
40-41-5065 OVERTIME - WTR OP	533.71	2,530.22	14,000.00	11,469.78	18.1
40-41-5067 EMERGENCY SERVICES	.00	.00	1,000.00	1,000.00	.0
40-41-5075 ACCRUED VAC - WATER OP	.00	.00	5,000.00	5,000.00	.0
40-41-5082 CTY MANAGER - WTR OP	1,166.80	12,078.27	14,250.00	2,171.73	84.8
40-41-5085 MAYOR & COUNCIL STIPEND	99.00	822.00	1,470.00	648.00	55.9
40-41-5152 PAYROLL EXP - WTR OP	20,545.66	186,889.35	299,000.00	112,110.65	62.5
TOTAL PERSONNEL SERVICES	58,112.02	512,541.22	724,074.00	211,532.78	70.8
<u>MATERIALS &amp; SERVICES</u>					
40-45-6110 ELECTRICITY	36.00	27,074.24	36,500.00	9,425.76	74.2
40-45-6455 EMERGENCY MANAGEMENT	.00	.00	1,000.00	1,000.00	.0
40-45-6520 BUILDING MAINT	.00	3,538.87	3,000.00	( 538.87)	118.0
40-45-6530 TELEPHONE	.00	9,329.45	17,000.00	7,670.55	54.9
40-45-6534 PLANT CHEMICALS & SUPPLIES	.00	20,220.05	35,000.00	14,779.95	57.8
40-45-6551 ADMIN & BILLING	923.99	18,900.57	25,500.00	6,599.43	74.1
40-45-6570 INS-VEHICLE, LIAB, EQUIP, BLDG	.00	29,000.00	29,000.00	.00	100.0
40-45-6574 AUDIT & BOND	.00	8,032.67	12,000.00	3,967.33	66.9
40-45-6580 FUEL & OIL	417.85	5,160.54	10,000.00	4,839.46	51.6
40-45-6667 STORM DAMAGE REPAIR	.00	.00	500.00	500.00	.0
40-45-6690 VEHICLE MAINT, SUPP & REP	.00	5,602.81	15,000.00	9,397.19	37.4
40-45-6745 REQUIRED TESTING	.00	4,803.00	7,000.00	2,197.00	68.6
40-45-6750 SYSTEM MAINT & SUPP	1,753.93	66,945.76	100,000.00	33,054.24	67.0
40-45-6831 DUES	150.00	150.00	3,200.00	3,050.00	4.7
40-45-6850 ATTORNEY	.00	1,185.00	5,000.00	3,815.00	23.7
40-45-6851 ENGINEERING	.00	22,815.04	25,000.00	2,184.96	91.3
40-45-6915 TRAVEL & TRAINING-STAFF	.00	4,427.03	8,000.00	3,572.97	55.3
40-45-6945 METER READERS	779.44	6,041.03	10,100.00	4,058.97	59.8
40-45-6951 ORDINANCE ENFORCEMENT	.00	.00	500.00	500.00	.0
TOTAL MATERIALS & SERVICES	4,061.21	233,226.06	343,300.00	110,073.94	67.9
<u>CAPITAL OUTLAY</u>					
40-47-7601 IMPROVEMENT & NEW LINES	.00	1,244.04	3,000,000.00	2,998,755.96	.0
40-47-7602 WATER FACILITIES CAP OUTLAY	3,839.05	93,199.39	235,000.00	141,800.61	39.7
40-47-7603 PUBLIC WORKS MOBILE EQUIPMENT	.00	14,774.42	15,000.00	225.58	98.5
TOTAL CAPITAL OUTLAY	3,839.05	109,217.85	3,250,000.00	3,140,782.15	3.4

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

WATER OPERATING

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CONTINGENCY</u>					
40-48-7999	CONTINGENCY - WTR	.00	.00	627,534.00	627,534.00	.0
	TOTAL CONTINGENCY	.00	.00	627,534.00	627,534.00	.0
	<u>TRANSFERS</u>					
40-49-8027	TO - CC - CH OPERATING	.00	33,750.00	45,000.00	11,250.00	75.0
40-49-8045	TO -WMP FUND	.00	75,000.00	100,000.00	25,000.00	75.0
	TOTAL TRANSFERS	.00	108,750.00	145,000.00	36,250.00	75.0
	TOTAL FUND EXPENDITURES	66,012.28	963,735.13	5,089,908.00	4,126,172.87	18.9
	NET REVENUE OVER EXPENDITURES	( 66,196.77)	88,025.23	( 930,971.00)	( 1,018,996.23)	9.5

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

WATER MASTER PLAN

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
42-36-4120	INTEREST INCOME	.00	38,083.09	31,000.00	( 7,083.09)	122.9
	TOTAL OTHER INCOME	.00	38,083.09	31,000.00	( 7,083.09)	122.9
	<u>TRANSFERS</u>					
42-39-4030	TIF - WATER OP	.00	75,000.00	100,000.00	25,000.00	75.0
	TOTAL TRANSFERS	.00	75,000.00	100,000.00	25,000.00	75.0
	TOTAL FUND REVENUE	.00	113,083.09	131,000.00	17,916.91	86.3

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

WATER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
42-47-7555 WMP - IMPLIMENTATION PROJECTS	.00	8,640.97	450,000.00	441,359.03	1.9
TOTAL CAPITAL OUTLAY	.00	8,640.97	450,000.00	441,359.03	1.9
TOTAL FUND EXPENDITURES	.00	8,640.97	450,000.00	441,359.03	1.9
NET REVENUE OVER EXPENDITURES	.00	104,442.12	( 319,000.00)	( 423,442.12)	32.7

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CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

81 WATER REVENUE BOND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
43-49-8023 TO - WTR OPERATING	.00	102.00	137.00	35.00	74.5
TOTAL DEBT SERVICE	.00	102.00	137.00	35.00	74.5
TOTAL FUND EXPENDITURES	.00	102.00	137.00	35.00	74.5
NET REVENUE OVER EXPENDITURES	.00	( 102.00)	( 137.00)	( 35.00)	( 74.5)

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CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

WATER DEBT SERVICE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>UTILITY BILLING</u>					
47-34-4550	WATER DEBT REVENUE	.00	104,103.67	150,000.00	45,896.33	69.4
	TOTAL UTILITY BILLING	.00	104,103.67	150,000.00	45,896.33	69.4
	<u>OTHER INCOME</u>					
47-36-4120	INTEREST INCOME	.00	26,387.68	2,700.00	( 23,687.68)	977.3
	TOTAL OTHER INCOME	.00	26,387.68	2,700.00	( 23,687.68)	977.3
	TOTAL FUND REVENUE	.00	130,491.35	152,700.00	22,208.65	85.5

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CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

WATER DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
47-49-8512 NEDONNA BEACH WTR LINE - PRINC	.00	.00	205,000.00	205,000.00	.0
47-49-8520 WATER PLANT DS - PRINC	.00	30,000.00	30,000.00	.00	100.0
47-49-8521 WATER PLANT DS - INT	.00	7,650.00	7,650.00	.00	100.0
TOTAL DEBT SERVICE	.00	37,650.00	242,650.00	205,000.00	15.5
TOTAL FUND EXPENDITURES	.00	37,650.00	242,650.00	205,000.00	15.5
NET REVENUE OVER EXPENDITURES	.00	92,841.35 (	89,950.00) (	182,791.35)	103.2

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CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

WATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
49-36-4120	INTEREST INCOME	.00	24,803.74	3,300.00	( 21,503.74)	751.6
	TOTAL OTHER INCOME	.00	24,803.74	3,300.00	( 21,503.74)	751.6
	<u>WATER SDC FEES</u>					
49-38-4935	REIMB FEES - WTR SDC FUND	.00	5,520.00	9,800.00	4,280.00	56.3
49-38-4940	IMP FEES - WTR SDC FND	.00	53,325.00	80,000.00	26,675.00	66.7
	TOTAL WATER SDC FEES	.00	58,845.00	89,800.00	30,955.00	65.5
	TOTAL FUND REVENUE	.00	83,648.74	93,100.00	9,451.26	89.9

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
49-47-7880 CONT MAT - IMP WTR	.00	958.00	337,799.00	336,841.00	.3
49-47-7885 CONT MAT - REIMB WTR	.00	.00	157,151.00	157,151.00	.0
TOTAL CAPITAL OUTLAY	.00	958.00	494,950.00	493,992.00	.2
TOTAL FUND EXPENDITURES	.00	958.00	494,950.00	493,992.00	.2
NET REVENUE OVER EXPENDITURES	.00	82,690.74	( 401,850.00)	( 484,540.74)	20.6

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CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

SEWER OPERATING FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>UTILITY BILLING</u>					
50-34-4640	SEWER SERVICE BASE	( 184.50)	539,014.30	780,000.00	240,985.70	69.1
50-34-4650	NEW SEWER CONNECTIONS	.00	14,090.00	17,250.00	3,160.00	81.7
50-34-4660	SEWER MASTER PLAN	.00	55,753.58	82,000.00	26,246.42	68.0
	TOTAL UTILITY BILLING	( 184.50)	608,857.88	879,250.00	270,392.12	69.3
	<u>OTHER INCOME</u>					
50-36-4120	INTEREST INCOME	.00	36,896.73	34,000.00	( 2,896.73)	108.5
50-36-4150	MISC RECEIPTS - SEWER	.00	8,035.42	1,000.00	( 7,035.42)	803.5
	TOTAL OTHER INCOME	.00	44,932.15	35,000.00	( 9,932.15)	128.4
	TOTAL FUND REVENUE	( 184.50)	653,790.03	914,250.00	260,459.97	71.5

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

SEWER OPERATING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
50-41-5055 MAINT WORKER WAGES	8,046.03	82,562.76	107,554.00	24,991.24	76.8
50-41-5056 EXTRA LABOR WAGES	.00	.00	10,000.00	10,000.00	.0
50-41-5057 OFFICE ASST WAGE	14,783.53	126,997.14	147,500.00	20,502.86	86.1
50-41-5058 SUPER PUB WORKS	3,339.49	35,398.47	42,080.00	6,681.53	84.1
50-41-5059 PLANT OP WAGES	7,721.10	53,157.70	64,400.00	11,242.30	82.5
50-41-5064 STANDBY - SEWER	.00	.00	2,100.00	2,100.00	.0
50-41-5065 OVERTIME SEWER	533.71	2,530.04	5,950.00	3,419.96	42.5
50-41-5075 ACCRUED VAC - COMP TIME	.00	.00	5,000.00	5,000.00	.0
50-41-5082 CITY MANAGER WAGES	1,166.80	12,078.27	14,255.00	2,176.73	84.7
50-41-5085 MAYOR & COUNCIL STIPEND	99.00	822.00	1,386.00	564.00	59.3
50-41-5152 PAYROLL EXP - SEWER	19,508.72	176,852.56	291,600.00	114,747.44	60.7
TOTAL PERSONNEL SERVICES	55,198.38	490,398.94	691,825.00	201,426.06	70.9
<u>MATERIALS &amp; SERVICES</u>					
50-45-6110 ELECTRICITY - SEWER	.00	22,199.14	33,500.00	11,300.86	66.3
50-45-6455 EMERGENCY MANAGEMENT	.00	.00	1,000.00	1,000.00	.0
50-45-6520 BLDG MAINT - SEWER	.00	4,753.20	4,900.00	146.80	97.0
50-45-6530 TELEPHONE & TELEMETRY	180.00	5,213.20	6,900.00	1,686.80	75.6
50-45-6534 PLANT CHEMICALS & SUP	2,543.77	51,129.99	65,000.00	13,870.01	78.7
50-45-6551 ADMIN & BILLING	924.03	17,681.20	30,800.00	13,118.80	57.4
50-45-6570 INS - VEHICLE, LIAB, EQUIP, BL	.00	44,000.00	44,000.00	.00	100.0
50-45-6574 AUDIT & BOND	.00	8,034.67	12,000.00	3,965.33	67.0
50-45-6580 FUEL & OIL	417.85	5,160.54	15,000.00	9,839.46	34.4
50-45-6690 VEHICLE MAINT, SUP & REP	.00	9,056.73	15,000.00	5,943.27	60.4
50-45-6740 I & I WORK	.00	23,591.84	26,000.00	2,408.16	90.7
50-45-6745 REQUIRED TESTING	.00	.00	2,000.00	2,000.00	.0
50-45-6750 SYSTEM MAINT & SUPPLY	110.00	41,148.22	80,000.00	38,851.78	51.4
50-45-6831 DUES	150.00	150.00	1,200.00	1,050.00	12.5
50-45-6850 ATTORNEY	.00	.00	2,800.00	2,800.00	.0
50-45-6851 ENGINEERING	740.00	20,795.54	48,000.00	27,204.46	43.3
50-45-6915 TRAVEL & TRAINING - STAFF	.00	3,780.08	6,000.00	2,219.92	63.0
50-45-6945 METER READERS	779.45	6,041.03	14,000.00	7,958.97	43.2
50-45-6951 ORDINANCE ENFORCEMENT	.00	.00	500.00	500.00	.0
TOTAL MATERIALS & SERVICES	5,845.10	262,735.38	408,600.00	145,864.62	64.3
<u>CAPITAL OUTLAY</u>					
50-47-7602 PW MOBILE EQUIP REPLACE PLAN	.00	14,774.42	15,000.00	225.58	98.5
TOTAL CAPITAL OUTLAY	.00	14,774.42	15,000.00	225.58	98.5

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

SEWER OPERATING FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CONTINGENCY</u>					
50-48-7999	CONTINGENCY - SEWER	.00	.00	147,242.00	147,242.00	.0
	TOTAL CONTINGENCY	.00	.00	147,242.00	147,242.00	.0
	<u>TRANSFERS</u>					
50-49-8027	TRNSFR TO - GF CH OPERATING	.00	33,750.00	45,000.00	11,250.00	75.0
50-49-8033	TRNSFR TO - SEWER MASTER PLAN	.00	61,500.00	82,000.00	20,500.00	75.0
	TOTAL TRANSFERS	.00	95,250.00	127,000.00	31,750.00	75.0
	TOTAL FUND EXPENDITURES	61,043.48	863,158.74	1,389,667.00	526,508.26	62.1
	NET REVENUE OVER EXPENDITURES	( 61,227.98)	( 209,368.71)	( 475,417.00)	( 266,048.29)	( 44.0)



CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

SEWER MASTER PLAN

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
52-36-4120	INTEREST INCOME	.00	20,195.50	18,000.00	( 2,195.50)	112.2
	TOTAL OTHER INCOME	.00	20,195.50	18,000.00	( 2,195.50)	112.2
	<u>TRANSFERS</u>					
52-39-4032	TRNSFR IN - FROM SEWER OPER	.00	61,500.00	82,000.00	20,500.00	75.0
	TOTAL TRANSFERS	.00	61,500.00	82,000.00	20,500.00	75.0
	TOTAL FUND REVENUE	.00	81,695.50	100,000.00	18,304.50	81.7

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

SEWER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
52-47-7555 WWMP-IMPLIMENTATION PROJECTS	17,366.08	28,122.38	335,000.00	306,877.62	8.4
TOTAL CAPITAL OUTLAY	17,366.08	28,122.38	335,000.00	306,877.62	8.4
TOTAL FUND EXPENDITURES	17,366.08	28,122.38	335,000.00	306,877.62	8.4
NET REVENUE OVER EXPENDITURES	( 17,366.08)	53,573.12	( 235,000.00)	( 288,573.12)	22.8

DRAFT

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

SEWER DEBT SERVICE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>UTILITY BILLING</u>					
56-34-4650	SEWER DEBT REVENUE	.00	173,777.57	254,640.00	80,862.43	68.2
	TOTAL UTILITY BILLING	.00	173,777.57	254,640.00	80,862.43	68.2
	<u>OTHER INCOME</u>					
56-36-4120	INTEREST INCOME	.00	29,744.97	13,500.00	( 16,244.97)	220.3
	TOTAL OTHER INCOME	.00	29,744.97	13,500.00	( 16,244.97)	220.3
	TOTAL FUND REVENUE	.00	203,522.54	268,140.00	64,617.46	75.9

DRAFT

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

SEWER DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
56-49-8510 WW OUTFALL LOAN PRINCIPLE	.00	205,000.00	205,000.00	.00	100.0
56-49-8511 WW-OUTFALL LOAN INTEREST	.00	3,075.00	3,075.00	.00	100.0
TOTAL DEBT SERVICE	.00	208,075.00	208,075.00	.00	100.0
TOTAL FUND EXPENDITURES	.00	208,075.00	208,075.00	.00	100.0
NET REVENUE OVER EXPENDITURES	.00	( 4,552.46)	60,065.00	64,617.46	( 7.6)

DRAFT

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

SEWER SDC

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER INCOME</u>					
59-36-4120	INTEREST INCOME	.00	57,244.64	3,000.00	( 54,244.64)	1908.2
	TOTAL OTHER INCOME	.00	57,244.64	3,000.00	( 54,244.64)	1908.2
	<u>FEEES</u>					
59-38-4935	REIMB FEES - SEWER SDC	( 1,478.00)	10,346.00	20,000.00	9,654.00	51.7
59-38-4940	IMP FEES - SEWER SDC	( 2,645.00)	24,440.00	55,000.00	30,560.00	44.4
	TOTAL FEES	( 4,123.00)	34,786.00	75,000.00	40,214.00	46.4
	TOTAL FUND REVENUE	( 4,123.00)	92,030.64	78,000.00	( 14,030.64)	118.0

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

SEWER SDC

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MATERIALS &amp; SERVICES</u>					
59-45-6050	CONT MAT - REIMB SWR SDC	.00	13,855.60	435,732.00	421,876.40	3.2
59-45-6051	CONT MAT - IMP SWR	.00	.00	996,933.00	996,933.00	.0
	TOTAL MATERIALS & SERVICES	.00	13,855.60	1,432,665.00	1,418,809.40	1.0
	TOTAL FUND EXPENDITURES	.00	13,855.60	1,432,665.00	1,418,809.40	1.0
	NET REVENUE OVER EXPENDITURES	( 4,123.00)	78,175.04	( 1,354,665.00)	( 1,432,840.04)	5.8

DRAFT

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

TRANSIENT ROOM TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>ROOM TAX REVENUES</u>					
80-31-4710	TRT REVENUE 5%	189,752.36	1,152,988.72	1,200,000.00	47,011.28	96.1
80-31-4711	TRT REVENUE 2% - ADV	75,942.20	461,195.48	480,000.00	18,804.52	96.1
80-31-4712	TRT REVENUE 2% - CTY	75,940.84	461,195.48	480,000.00	18,804.52	96.1
80-31-4713	TRT REVENUE 1% - CTY	38,191.03	230,597.75	240,000.00	9,402.25	96.1
	TOTAL ROOM TAX REVENUES	379,826.43	2,305,977.43	2,400,000.00	94,022.57	96.1
	<u>OTHER INCOME</u>					
80-36-4120	INTEREST INCOME - TRT	.00	45,220.66	13,750.00	( 31,470.66)	328.9
	TOTAL OTHER INCOME	.00	45,220.66	13,750.00	( 31,470.66)	328.9
	TOTAL FUND REVENUE	379,826.43	2,351,198.09	2,413,750.00	62,551.91	97.4

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2025

TRANSIENT ROOM TAX

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS &amp; SERVICES</u>					
80-45-6533 ADVERTISING - MEDIA AGT	10,183.19	155,443.05	210,000.00	54,556.95	74.0
80-45-6534 ADVERTISING - WEBSITE CTY	.00	20,147.15	170,000.00	149,852.85	11.9
80-45-6535 ADVERTISING/TOURISM AGT	900.00	900.00	60,000.00	59,100.00	1.5
80-45-6536 ROCKAWAY LIONS EVENTS	.00	1,218.00	2,000.00	782.00	60.9
80-45-6537 FIREWORKS AND 4TH OF JULY	.00	49,721.16	75,000.00	25,278.84	66.3
80-45-6538 TOURISM PROMO AND FACILITIES	.00	9,437.00	333,535.00	324,098.00	2.8
TOTAL MATERIALS & SERVICES	11,083.19	236,866.36	850,535.00	613,668.64	27.9
<u>TRANSFERS</u>					
80-49-8024 TO - GF POLICE	.00	250,800.00	334,400.00	83,600.00	75.0
80-49-8025 TO - GENERAL FUND	.00	73,800.00	98,400.00	24,600.00	75.0
80-49-8026 TO - FIRE TRK RES	.00	90,750.00	121,000.00	30,250.00	75.0
80-49-8036 TO - P & E RESERVE	.00	493,800.00	658,400.00	164,600.00	75.0
80-49-8041 TO - ROADS & STREETS	.00	276,300.00	368,400.00	92,100.00	75.0
80-49-8044 TO - GF CITY BEAUTIF	.00	3,750.00	5,000.00	1,250.00	75.0
80-49-8046 TO - GF FIRE	.00	250,800.00	334,400.00	83,600.00	75.0
TOTAL TRANSFERS	.00	1,440,000.00	1,920,000.00	480,000.00	75.0
TOTAL FUND EXPENDITURES	11,083.19	1,676,866.36	2,770,535.00	1,093,668.64	60.5
NET REVENUE OVER EXPENDITURES	368,743.24	674,331.73	( 356,785.00)	( 1,031,116.73)	189.0



**RESOLUTION NO. 2025-29**

**A RESOLUTION MOVING THE REGULAR AUGUST MEETING DATE FROM  
AUGUST 13, 2025 TO AUGUST 20, 2025**

**WHEREAS**, Rockaway Beach City Charter provides that the Council shall meet in the City regularly at least once each month; and

**WHEREAS**, City Code section 33.03 provides that the Council may change the day and/or time of any future meeting so long as the minimum 1 regular City Council meeting each month is observed; and

**WHEREAS**, the Council wishes to move the regular August 2025 meeting date from August 13<sup>th</sup> to August 20<sup>th</sup> due to a scheduling conflict.

**NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS  
FOLLOWS:**

**Section 1.** The Workshop and Regular Session City Council meetings for August 2025 will be held on August 20<sup>th</sup>.

**Section 2.** This Resolution shall be effective immediately upon adoption.

**APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14TH DAY OF MAY 2025.**

APPROVED

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Charles McNeilly, Mayor

ATTEST

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Melissa Thompson, City Recorder

## Rockaway Beach Fire Rescue

276 Hwy 101 S  
PO Box 5  
Rockaway Beach OR 97136  
503-374-1752



May 1, 2025

Honorable Mayor, City Council and City Manager of Rockaway Beach

Fire Department Council Report:

The following is a summary of the activities and operations of the Rockaway Beach Fire Rescue Department for the month of April 2025.

The Department responded to or participated in 69 (2.3/a day) events during the month of April 2025, the breakdown is listed below.

911 calls for Service: 37	Trainings: 13	Non-Emergent: 18
29- Medical	Fire Operations	7- Beach Safety
4- Fire Alarm	EMT Class	1- Public Assist
1- Structure Fire	Surf Rescue	2- Lift Assist
1- Water Rescue	Firefighter 1	4- Burn Complaints
2- MVA		4- Radio call-ins
0- Outside Fire		0- Special Assignments
0-Vehicle Fire		

Year to Date	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
911 Calls	67	124	129	103	158
Non-Emergent	49	53	75	63	64
Trainings	26	48	47	51	48
Total	142	225	251	251	270

Training update- The department focused February Thursday night training on Fire Operations, Surf Rescue and EMT class. March training will focus on Fire Operations, EMT class and FF1 academy.

During the month of April crews were on the beach 7 times providing information to citizens and visitors. The Department continues to work with State Parks to better coordinate our safety and enforcement actions on the Beach.

	February	YTD
Fire safety\Educational Moments-	2	4
Water Safety Messages\Out of Water-	2\0-person	0/0
Stickers to kids-	0	0
Educational signs reset-	0	0
Education Signs Replaced-	0	0
Fires extinguished-	2	2
Volunteer Hours	4	6

Volunteers are still needed for our Emergency Management teams, please sign -up if you are interested. The May preparedness meeting was cancelled due to scheduling conflicts, The June 4<sup>th</sup>, 2025 preparedness meeting subject is Wildfire Safety. Members of the Emergency Management Team participated in the shelter drill with EVCNB on May 3<sup>rd</sup>. Emergency Management continues to grow and become more organized. If anyone is interested in joining Preparedness, CERT or the Radio group please see Captain Grace or Chief Hesse for more information.

Crews are preparing for The Summer season. The Drone team has been doing additional training and testing new techniques for Rescue. The ladder truck is still being built and we are anticipating a June delivery. The April 19<sup>th</sup> open house at the Fire station was successful. Over 100 people stopped by for pancakes, tours and demonstrations. Followed by the annual Easter Egg hunt (4 minutes and 35 seconds to clear the field of eggs).

Safety, Training, Public Education and elevating the services provided to the citizens and visitors of Rockaway Beach continue to be priorities. If you have any questions, concerns or thoughts please let me know.

Respectfully submitted,



Todd Hesse  
Fire Chief  
Rockaway Beach Fire Rescue



# TILLAMOOK COUNTY SHERIFF'S OFFICE

## CONSERVATORS OF THE PEACE

Sheriff Joshua Brown

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### Rockaway Beach Patrol

Month of April 2025

April brought a noticeable increase to criminal cases in Rockaway Beach. Several of them involved items being stolen from vehicles. While not all crime is preventable, you can take steps to protect your belongings. Some of these include locking your vehicle, removing valuable items, and not leaving bags in plain view. The more people come to town, the more likely it will be for criminals to be looking for easy targets.

Notable calls for service this month include a report of juveniles using marijuana at the High School.

A vehicle break-in was reported that involved the loss of several expensive electronic items and a firearm.

A male acting erratically was reported at the High School prior to the arrival of students for the day. The male was located and arrested on a warrant.

A disturbance involving domestic violence was reported in the Lake Lytle area. A female was arrested, and the case was forwarded to the district attorney.

While on traffic overtime, one of our Deputies was able to locate a driver that was called in a possibly being intoxicated. The driver was arrested for DUI in Rockaway Beach. Citizen reports of poor driving can help increase safety on our roadways.

A local business was burglarized, cash was reported as stolen, there are currently no suspects in this case.

A domestic disturbance involving a juvenile assailant was reported. This case was forwarded to the Juvenile Department.

Another domestic disturbance was reported that involved an adult mother and daughter. A suspect was arrested, and the case has been forwarded to the District Attorney.

We are very near to the summer months and can expect cases to continue to climb. We recommend the use of surveillance cameras to monitor your property. There are multiple systems available these days that are affordable and provide high quality video.

Other call numbers are noted in the statistics report provided.

Undersheriff Matt Kelly

<b><u>Incident Address City</u></b>	<b><u>Incident Date And Time</u></b>	<b><u>Incident Type</u></b>	<b><u>Incident Unit ID</u></b>
Rockaway Beach	04/01/2025 10:13:37	Unknown	210
Rockaway Beach	04/01/2025 10:50:18	Traffic Stop	210
Rockaway Beach	04/01/2025 11:09:01	Road Hazard	210
Rockaway Beach	04/01/2025 11:33:17	Traffic Stop	210
Rockaway Beach	04/01/2025 12:49:37	Traffic Stop	210
Rockaway Beach	04/01/2025 12:57:04	Speed Enforcement	210
Rockaway Beach	04/01/2025 13:17:02	Traffic Stop	210
Rockaway Beach	04/01/2025 15:02:43	Juvenile	210
Rockaway Beach	04/01/2025 16:10:38	Follow Up	210
Rockaway Beach	04/01/2025 21:47:05	Alarm	225
Rockaway Beach	04/02/2025 10:42:05	CCH	210
Rockaway Beach	04/02/2025 15:36:09	Traffic Stop	215
Rockaway Beach	04/02/2025 16:02:33	Traffic Stop	215
Rockaway Beach	04/03/2025 00:19:38	Traffic Stop	225
Rockaway Beach	04/03/2025 06:41:45	UEMV	207
Rockaway Beach	04/03/2025 11:03:53	Property	215
Rockaway Beach	04/03/2025 11:13:03	Follow Up	227
Rockaway Beach	04/03/2025 11:37:42	Follow Up	215
Rockaway Beach	04/03/2025 12:52:53	Animal	215
Rockaway Beach	04/03/2025 13:18:33	Traffic Stop	215
Rockaway Beach	04/03/2025 13:28:50	Civil	207
Rockaway Beach	04/03/2025 13:28:50	Civil	215
Rockaway Beach	04/03/2025 15:04:52	Unwanted	215
Rockaway Beach	04/03/2025 15:53:44	Follow Up	215
Rockaway Beach	04/03/2025 16:44:47	Missing Person	215
Rockaway Beach	04/03/2025 19:33:38	Animal	215
Rockaway Beach	04/04/2025 13:07:52	Traffic Stop	216
Rockaway Beach	04/04/2025 15:04:00	Suspicious	215
Rockaway Beach	04/04/2025 15:44:50	Traffic Stop	215
Rockaway Beach	04/04/2025 17:25:58	Follow Up	215
Rockaway Beach	04/04/2025 20:11:39	Contact	215
Rockaway Beach	04/04/2025 21:24:23	Traffic Stop	215
Rockaway Beach	04/05/2025 00:45:13	Assist	220
Rockaway Beach	04/05/2025 10:02:33	UEMV	213
Rockaway Beach	04/05/2025 12:02:21	80	215
Rockaway Beach	04/05/2025 13:50:41	Harassment	215
Rockaway Beach	04/05/2025 15:28:04	Ordinance Violation	215
Rockaway Beach	04/05/2025 17:33:30	Assault	220
Rockaway Beach	04/05/2025 17:33:30	Assault	215
Rockaway Beach	04/05/2025 19:08:03	Traffic Stop	220
Rockaway Beach	04/05/2025 19:22:55	Traffic Stop	215
Rockaway Beach	04/05/2025 20:06:52	Welfare check	215
Rockaway Beach	04/06/2025 09:49:36	Property	228

Rockaway Beach	04/06/2025 10:37:05	Speed Enforcement	228
Rockaway Beach	04/06/2025 10:39:03	Traffic Stop	228
Rockaway Beach	04/06/2025 11:04:36	Traffic Stop	228
Rockaway Beach	04/06/2025 11:05:17	UEMV	228
Rockaway Beach	04/06/2025 11:24:18	Traffic Stop	228
Rockaway Beach	04/06/2025 17:03:44	Theft	220
Rockaway Beach	04/06/2025 17:03:44	Theft	228
Rockaway Beach	04/06/2025 18:33:41	Harassment	220
Rockaway Beach	04/06/2025 20:02:25	Warrant	220
Rockaway Beach	04/06/2025 20:54:41	Contact	220
Rockaway Beach	04/07/2025 06:39:45	Unwanted	210
Rockaway Beach	04/07/2025 06:39:45	Unwanted	214
Rockaway Beach	04/07/2025 12:26:40	Suspicious	228
Rockaway Beach	04/07/2025 13:08:58	Ordinance Violation	228
Rockaway Beach	04/07/2025 13:20:24	Ordinance Violation	228
Rockaway Beach	04/07/2025 14:21:13	Burglary	228
Rockaway Beach	04/07/2025 18:48:15	Crim Misch	225
Rockaway Beach	04/07/2025 22:02:12	Alarm	225
Rockaway Beach	04/07/2025 22:04:54	Civil Service	225
Rockaway Beach	04/08/2025 13:27:30	Traffic Stop	228
Rockaway Beach	04/08/2025 14:21:17	Traffic Stop	228
Rockaway Beach	04/08/2025 14:34:57	Traffic Stop	228
Rockaway Beach	04/08/2025 15:02:37	Traffic Stop	228
Rockaway Beach	04/08/2025 15:41:33	Traffic Stop	228
Rockaway Beach	04/08/2025 15:53:08	Traffic Stop	228
Rockaway Beach	04/08/2025 20:33:40	Follow Up	225
Rockaway Beach	04/08/2025 20:48:20	Traffic Stop	225
Rockaway Beach	04/08/2025 21:49:52	Traffic Stop	225
Rockaway Beach	04/09/2025 07:33:45	Theft	228
Rockaway Beach	04/09/2025 22:22:16	Disturbance	220
Rockaway Beach	04/09/2025 22:22:16	Disturbance	225
Rockaway Beach	04/10/2025 00:11:48	Welfare check	220
Rockaway Beach	04/10/2025 11:20:35	Ordinance Violation	215
Rockaway Beach	04/10/2025 11:45:50	Animal	215
Rockaway Beach	04/10/2025 13:28:11	Follow Up	223
Rockaway Beach	04/10/2025 13:28:11	Follow Up	223
Rockaway Beach	04/10/2025 15:26:24	Follow Up	215
Rockaway Beach	04/10/2025 15:33:45	Contact	215
Rockaway Beach	04/11/2025 07:34:21	Traffic Stop	210
Rockaway Beach	04/11/2025 08:00:34	Alarm	230
Rockaway Beach	04/11/2025 08:17:50	Follow Up	230
Rockaway Beach	04/11/2025 08:42:20	Traffic Stop	210
Rockaway Beach	04/11/2025 09:12:40	Traffic Stop	210
Rockaway Beach	04/11/2025 10:06:46	Traffic Stop	210

Rockaway Beach	04/11/2025 10:30:57	Traffic Stop	210
Rockaway Beach	04/11/2025 10:36:06	Incom 911	230
Rockaway Beach	04/11/2025 10:53:14	Traffic Stop	210
Rockaway Beach	04/11/2025 11:21:03	Traffic Stop	210
Rockaway Beach	04/11/2025 12:08:30	CAMI	206
Rockaway Beach	04/11/2025 12:32:02	Traffic Stop	210
Rockaway Beach	04/11/2025 13:06:07	Traffic Stop	210
Rockaway Beach	04/11/2025 13:58:49	Traffic Stop	210
Rockaway Beach	04/11/2025 14:27:19	Traffic Stop	215
Rockaway Beach	04/11/2025 14:31:49	Traffic Stop	210
Rockaway Beach	04/11/2025 14:47:48	Traffic Stop	210
Rockaway Beach	04/11/2025 15:05:48	Traffic	210
Rockaway Beach	04/11/2025 15:05:48	Traffic	215
Rockaway Beach	04/11/2025 15:05:48	Traffic Stop	210
Rockaway Beach	04/11/2025 15:05:48	Traffic Stop	215
Rockaway Beach	04/11/2025 15:16:16	Welfare check	215
Rockaway Beach	04/11/2025 17:50:14	80	215
Rockaway Beach	04/11/2025 22:47:19	Vehicle	229
Rockaway Beach	04/12/2025 10:07:14	Suspicious	218
Rockaway Beach	04/12/2025 13:43:45	Property	215
Rockaway Beach	04/12/2025 14:15:00	Animal	215
Rockaway Beach	04/12/2025 19:36:32	Assist	220
Rockaway Beach	04/12/2025 19:36:32	Assist	215
Rockaway Beach	04/12/2025 20:12:58	Assist	220
Rockaway Beach	04/12/2025 21:06:36	Traffic Stop	215
Rockaway Beach	04/13/2025 09:13:51	Welfare check	210
Rockaway Beach	04/13/2025 11:52:39	Vehicle	210
Rockaway Beach	04/13/2025 12:02:13	Contact	210
Rockaway Beach	04/13/2025 12:48:13	BUSINESS CHECK	210
Rockaway Beach	04/13/2025 13:06:17	Speed Enforcement	210
Rockaway Beach	04/13/2025 13:19:33	Traffic Stop	210
Rockaway Beach	04/13/2025 13:43:53	Speed Enforcement	210
Rockaway Beach	04/13/2025 14:00:33	Home Check	210
Rockaway Beach	04/13/2025 15:09:19	BUSINESS CHECK	210
Rockaway Beach	04/13/2025 15:34:48	Assist	210
Rockaway Beach	04/13/2025 17:57:45	Water Rescue	225
Rockaway Beach	04/14/2025 11:07:58	Follow Up	210
Rockaway Beach	04/14/2025 12:43:14	Speed Enforcement	210
Rockaway Beach	04/14/2025 12:44:13	Traffic Stop	210
Rockaway Beach	04/14/2025 13:04:18	Traffic Stop	210
Rockaway Beach	04/14/2025 15:57:49	Traffic Stop	210
Rockaway Beach	04/14/2025 16:10:41	Ordinance Violation	210
Rockaway Beach	04/14/2025 17:18:58	Follow Up	225
Rockaway Beach	04/14/2025 20:15:01	Noise	225



Rockaway Beach	04/14/2025 21:07:05	Traffic Stop	225
Rockaway Beach	04/15/2025 09:44:22	CAMI	206
Rockaway Beach	04/15/2025 09:59:23	Follow Up	210
Rockaway Beach	04/15/2025 10:57:45	Mental	210
Rockaway Beach	04/15/2025 12:28:37	CAMI	210
Rockaway Beach	04/15/2025 22:09:37	Traffic Stop	225
Rockaway Beach	04/15/2025 23:02:42	Contact	225
Rockaway Beach	04/15/2025 23:57:01	Contact	225
Rockaway Beach	04/16/2025 00:13:20	BUSINESS CHECK	225
Rockaway Beach	04/16/2025 00:20:17	BUSINESS CHECK	225
Rockaway Beach	04/16/2025 09:27:17	Civil	228
Rockaway Beach	04/16/2025 09:27:17	Civil	215
Rockaway Beach	04/16/2025 13:13:01	Burglary	215
Rockaway Beach	04/16/2025 14:20:18	Court Violation	215
Rockaway Beach	04/16/2025 15:08:43	Assault	215
Rockaway Beach	04/16/2025 15:54:06	CAMI	223
Rockaway Beach	04/16/2025 17:59:16	Assault	216
Rockaway Beach	04/16/2025 17:59:16	Assault	220
Rockaway Beach	04/16/2025 17:59:16	Assault	225
Rockaway Beach	04/16/2025 17:59:16	Assault	215
Rockaway Beach	04/16/2025 19:15:33	Marine	215
Rockaway Beach	04/16/2025 21:44:15	Suspicious	220
Rockaway Beach	04/17/2025 08:47:43	Follow Up	228
Rockaway Beach	04/17/2025 08:47:43	Follow Up	215
Rockaway Beach	04/17/2025 11:37:53	Harassment	228
Rockaway Beach	04/17/2025 11:37:53	Harassment	215
Rockaway Beach	04/17/2025 12:08:10	Follow Up	215
Rockaway Beach	04/17/2025 15:28:45	BUSINESS CHECK	215
Rockaway Beach	04/17/2025 19:19:50	Assault	220
Rockaway Beach	04/17/2025 19:19:50	Assault	215
Rockaway Beach	04/18/2025 10:59:46	Follow Up	215
Rockaway Beach	04/18/2025 13:38:36	Welfare check	216
Rockaway Beach	04/18/2025 14:57:36	Civil	216
Rockaway Beach	04/18/2025 15:19:24	Warrant	216
Rockaway Beach	04/19/2025 01:21:37	BUSINESS CHECK	220
Rockaway Beach	04/19/2025 01:25:44	BUSINESS CHECK	220
Rockaway Beach	04/19/2025 01:29:27	BUSINESS CHECK	220
Rockaway Beach	04/19/2025 15:16:11	Traffic	215
Rockaway Beach	04/19/2025 18:15:13	Welfare check	215
Rockaway Beach	04/19/2025 20:46:16	Traffic Stop	220
Rockaway Beach	04/19/2025 20:46:16	Traffic Stop	215
Rockaway Beach	04/20/2025 02:42:04	Disturbance	220
Rockaway Beach	04/20/2025 02:42:04	Disturbance	229
Rockaway Beach	04/20/2025 03:39:44	BUSINESS CHECK	220



Rockaway Beach	04/20/2025 03:43:41	BUSINESS CHECK	220
Rockaway Beach	04/20/2025 03:45:30	BUSINESS CHECK	220
Rockaway Beach	04/20/2025 08:17:29	Animal	210
Rockaway Beach	04/20/2025 08:57:02	Assist	210
Rockaway Beach	04/20/2025 10:56:52	BUSINESS CHECK	210
Rockaway Beach	04/20/2025 13:06:52	Suicidal	210
Rockaway Beach	04/21/2025 00:07:10	Speed Enforcement	225
Rockaway Beach	04/21/2025 00:30:46	BUSINESS CHECK	225
Rockaway Beach	04/21/2025 00:33:09	Traffic Stop	225
Rockaway Beach	04/21/2025 10:59:33	Follow Up	210
Rockaway Beach	04/21/2025 11:10:45	Road Hazard	228
Rockaway Beach	04/21/2025 13:23:58	Incom 911	210
Rockaway Beach	04/21/2025 14:42:14	Traffic Stop	228
Rockaway Beach	04/21/2025 15:33:55	Speed Enforcement	210
Rockaway Beach	04/21/2025 15:37:50	Traffic Stop	210
Rockaway Beach	04/21/2025 16:00:39	Traffic Stop	210
Rockaway Beach	04/21/2025 17:05:45	Unwanted	225
Rockaway Beach	04/21/2025 19:54:39	Traffic Stop	225
Rockaway Beach	04/22/2025 04:09:13	Suspicious	225
Rockaway Beach	04/22/2025 10:25:33	Vehicle	210
Rockaway Beach	04/22/2025 11:38:51	Follow Up	210
Rockaway Beach	04/22/2025 12:33:07	Burglary	210
Rockaway Beach	04/22/2025 12:44:06	Speed Enforcement	210
Rockaway Beach	04/22/2025 12:56:40	Traffic Stop	210
Rockaway Beach	04/22/2025 13:13:05	Traffic Stop	210
Rockaway Beach	04/22/2025 13:30:07	Traffic Stop	210
Rockaway Beach	04/22/2025 15:45:16	Traffic Stop	210
Rockaway Beach	04/22/2025 15:56:29	Traffic Stop	210
Rockaway Beach	04/22/2025 22:53:45	BUSINESS CHECK	225
Rockaway Beach	04/23/2025 09:42:27	Assist	210
Rockaway Beach	04/23/2025 10:43:19	Follow Up	215
Rockaway Beach	04/23/2025 11:59:06	Assist	210
Rockaway Beach	04/23/2025 13:31:50	Traffic Stop	210
Rockaway Beach	04/23/2025 14:00:52	Follow Up	215
Rockaway Beach	04/23/2025 14:49:03	Traffic Stop	210
Rockaway Beach	04/23/2025 15:09:11	Traffic Stop	210
Rockaway Beach	04/23/2025 15:25:25	Traffic Stop	228
Rockaway Beach	04/23/2025 15:25:25	Traffic Stop	215
Rockaway Beach	04/23/2025 19:17:11	80	215
Rockaway Beach	04/24/2025 01:19:42	BUSINESS CHECK	220
Rockaway Beach	04/24/2025 01:36:19	BUSINESS CHECK	220
Rockaway Beach	04/24/2025 01:41:52	BUSINESS CHECK	220
Rockaway Beach	04/24/2025 11:07:02	Follow Up	215
Rockaway Beach	04/24/2025 11:18:13	Follow Up	215

Rockaway Beach	04/24/2025 11:46:21	Assist	215
Rockaway Beach	04/24/2025 13:08:25	Assist	762
Rockaway Beach	04/24/2025 13:08:25	Assist	215
Rockaway Beach	04/24/2025 13:32:08	Animal	228
Rockaway Beach	04/24/2025 13:57:57	CAMI	223
Rockaway Beach	04/24/2025 15:06:59	Fraud	228
Rockaway Beach	04/24/2025 17:53:24	Warrant	216
Rockaway Beach	04/24/2025 17:53:24	Warrant	220
Rockaway Beach	04/24/2025 20:34:24	Suspicious	220
Rockaway Beach	04/25/2025 07:23:11	Trespass	216
Rockaway Beach	04/25/2025 08:38:35	Runaway	216
Rockaway Beach	04/25/2025 09:22:14	Assist	230
Rockaway Beach	04/25/2025 23:09:15	Traffic Stop	220
Rockaway Beach	04/26/2025 00:42:19	BUSINESS CHECK	220
Rockaway Beach	04/26/2025 03:18:48	Burglary	220
Rockaway Beach	04/26/2025 03:18:48	Burglary	229
Rockaway Beach	04/26/2025 08:36:19	Follow Up	215
Rockaway Beach	04/26/2025 12:15:54	Follow Up	215
Rockaway Beach	04/26/2025 12:43:15	Missing Person	215
Rockaway Beach	04/26/2025 13:45:51	Follow Up	215
Rockaway Beach	04/26/2025 14:05:18	Animal	215
Rockaway Beach	04/26/2025 14:10:56	Contact	215
Rockaway Beach	04/26/2025 14:21:02	Civil	215
Rockaway Beach	04/26/2025 16:01:50	Man Down	215
Rockaway Beach	04/26/2025 18:07:50	Traffic	220
Rockaway Beach	04/27/2025 00:38:50	Assist	220
Rockaway Beach	04/27/2025 01:58:32	BUSINESS CHECK	220
Rockaway Beach	04/27/2025 02:03:07	BUSINESS CHECK	220
Rockaway Beach	04/27/2025 02:07:04	BUSINESS CHECK	220
Rockaway Beach	04/27/2025 07:27:21	Follow Up	228
Rockaway Beach	04/27/2025 09:14:47	Follow Up	210
Rockaway Beach	04/27/2025 09:14:47	Follow Up	228
Rockaway Beach	04/27/2025 11:47:39	BUSINESS CHECK	210
Rockaway Beach	04/27/2025 12:31:02	Home Check	210
Rockaway Beach	04/27/2025 13:56:35	Follow Up	210
Rockaway Beach	04/27/2025 15:40:00	Disturbance	210
Rockaway Beach	04/27/2025 16:50:55	Ordinance Violation	210
Rockaway Beach	04/27/2025 20:13:37	Disturbance	211
Rockaway Beach	04/27/2025 20:13:37	Disturbance	225
Rockaway Beach	04/28/2025 06:16:50	Harassment	228
Rockaway Beach	04/28/2025 09:01:51	Crim Misch	210
Rockaway Beach	04/28/2025 10:32:38	Welfare check	210
Rockaway Beach	04/28/2025 11:14:05	Follow Up	210
Rockaway Beach	04/28/2025 13:40:16	Animal	210

Rockaway Beach	04/28/2025 13:56:17	Traffic Stop	210
Rockaway Beach	04/28/2025 14:32:05	Ordinance Violation	210
Rockaway Beach	04/28/2025 15:46:51	Follow Up	210
Rockaway Beach	04/28/2025 19:57:05	Crim Misch	225
Rockaway Beach	04/29/2025 09:36:13	Follow Up	228
Rockaway Beach	04/29/2025 10:03:43	Speed Enforcement	210
Rockaway Beach	04/29/2025 10:27:01	Traffic Stop	210
Rockaway Beach	04/29/2025 10:46:17	Traffic Stop	210
Rockaway Beach	04/29/2025 10:59:08	Traffic Stop	210
Rockaway Beach	04/29/2025 11:36:40	Ordinance Violation	210
Rockaway Beach	04/29/2025 11:47:55	Warrant	210
Rockaway Beach	04/29/2025 12:48:27	Traffic Stop	210
Rockaway Beach	04/29/2025 13:09:29	Traffic Stop	210
Rockaway Beach	04/29/2025 13:26:40	Traffic Stop	210
Rockaway Beach	04/29/2025 13:56:52	Home Check	210
Rockaway Beach	04/29/2025 15:44:15	Traffic Stop	210
Rockaway Beach	04/29/2025 15:59:30	Traffic Stop	210
Rockaway Beach	04/29/2025 16:06:40	Vehicle	210
Rockaway Beach	04/29/2025 16:28:35	Follow Up	210
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Rockaway Beach	04/30/2025 01:29:51	Traffic Stop	225
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Rockaway Beach	04/30/2025 09:54:58	Assist	215
Rockaway Beach	04/30/2025 12:14:32	Follow Up	215
Rockaway Beach	04/30/2025 12:53:45	Follow Up	215
Rockaway Beach	04/30/2025 13:01:44	Traffic Stop	210
Rockaway Beach	04/30/2025 13:05:43	Follow Up	215
Rockaway Beach	04/30/2025 13:16:52	Traffic Stop	210
Rockaway Beach	04/30/2025 13:30:22	Traffic Stop	210
Rockaway Beach	04/30/2025 14:08:46	Traffic Stop	215
Rockaway Beach	04/30/2025 14:11:39	Ordinance Violation	210
Rockaway Beach	04/30/2025 14:39:23	Animal	210
Rockaway Beach	04/30/2025 15:19:20	Follow Up	228
Rockaway Beach	04/30/2025 15:42:52	7	215
Rockaway Beach	04/30/2025 15:55:09	Traffic Stop	210
Rockaway Beach	04/30/2025 21:25:23	Follow Up	225
Rockaway Beach	04/30/2025 21:31:32	Traffic Stop	225
Rockaway Beach	04/30/2025 22:25:55	Fireworks	225
Rockaway Beach	04/30/2025 22:25:55	Fireworks	219
Rockaway Beach	04/30/2025 23:18:22	Traffic Stop	219
Rockaway Beach	04/30/2025 23:24:31	Traffic Stop	225



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5/6/25

**To: Mayor, City Council Members, and City Manager**  
**Subject: Public Works Monthly Report**

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## **Water Treatment & Distribution**

With summer approaching, staff are preparing for increased demand and have focused on both operations and city appearance. Crews painted parking curbs, crosswalks, stop lines, one-way arrows, no-parking zones, handicap spots, and parking strips. Several fire hydrants were also repainted to enhance visibility for emergency response—these are often accidentally struck.

At the water treatment plant, staff continue routine state-required water sampling. This includes continuous, daily, monthly, quarterly, and annual samples to monitor our systems' performance and catch early signs of degradation. Field crews also completed water locates, 10 scheduled water shutoffs, and repairs of service leaks at **319 N Miller** and at **NE 22nd Ave**.

## **Wastewater Treatment & Collections**

The sewer plant received upgrades, including new sludge discharge piping to the lagoon. Crews completed scheduled cleaning of all lift stations and resolved a blockage on **Easy Street**. The **N. 4th pump** was pulled to clear a blockage in pump #1, and the **White Dove lift station** had a failed check valve replaced.

Additionally, staff assisted in repairing a private sewer service at **1035 N. Pacific St.** and conducted final camera inspections following cleaning.

## **Roads & Parks**

Staff pressure-washed concrete and painted trip hazards at **Phyllis Baker Park**. Sprinklers were shut off and marked in preparation for the Easter Egg Hunt. The **Wayside beach access project** has been completed

Other work included:

- Parking lot striping at City Hall
- Graveling roads off **S. 2nd St.**
- Filling potholes at **S. 3rd & Anchor**, **N. 5th & Pacific**, **N. Coral**, **North Slope Way**, and **N. 2nd**
- Installing a pest control device at the **Health Department**
- Improving school bus stop parking at **2nd & Dolphin**



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5/6/25

- Maintaining the **boardwalk trail**, including graffiti removal when noticed, sign cleaning, and brush trimming
- Cleaning signs in **Lake Lytle**
- Pouring a slab for a memorial bench at **NW 16th**
- Leveling the Lions Club wagon pad on **S. 1st**
- Completing annual fire extinguisher checks and City Hall's fire suppression inspection

A new steam cleaner was also purchased for cleaning equipment.

## Upcoming Projects

As part of the Capital Improvement Plan, **road slurry seal** is scheduled for **May 20–21** on:

- **N. Miller St.** (NW 13th to NW 19th)
- **N. 3rd St.** (N. Dolphin to N. Falcon)
- **S. Anchor St.** (S. 3rd to S. 5th)

Thank you for the opportunity,

**Dan W. Emerson, Superintendent**  
City of Rockaway Beach Public Works  
P: 503.374.0586 / C: 503.457.6094  
[PublicWorks@corb.us](mailto:PublicWorks@corb.us)

## **RESOLUTION NO. 2025-19**

### **A RESOLUTION APPROVING THE SOURCE WATER PROTECTION PLAN**

**WHEREAS**, in winter of 2024, the City of Rockaway Beach initiated a process to develop a Source Water Protection Plan (SWPP) focused on the Jetty Creek watershed; and

**WHEREAS**, the SWPP provides a framework for Rockaway Beach to address risks to its primary drinking water source, Jetty Creek, in a manner that meets the criteria for state approval of a Drinking Water Protection Plan (DWPP); this SWPP is functionally equivalent to a DWPP; and

**WHEREAS**, the Council established the Source Water Protection Plan Development Advisory Committee (SPPDAC) for the purposes of receiving project information, reviewing reports, and providing community input to the Source Water Protection Plan during the development of the City's Source Water Protection Plan; and

**WHEREAS**, the City engaged with GSI Water Solutions, Inc. to develop the plan, on behalf of the City with guidance from a team of stakeholders and technical advisors, SPPDAC, and public input; and

**WHEREAS**, the Source Water Protection Plan Development Advisory Committee has reviewed the plan and recommended it to the City Council for approval.

### **NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS FOLLOWS:**

**Section 1.** The City Council of the City of Rockaway Beach hereby approves the Source Water Protection Plan, attached as Exhibit A.

**Section 2.** This Resolution shall be effective immediately upon adoption.

**APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14<sup>th</sup> DAY OF MAY 2025.**

APPROVED

---

Charles McNeilly, Mayor

ATTEST

---

Melissa Thompson, City Recorder





**FINAL DRAFT**

City of Rockaway Beach

# Source Water Protection Plan

April 2025



Prepared by:

**GSI Water Solutions, Inc.**

1600 SW Western Boulevard, Suite 240, Corvallis, OR 97333

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# Contents

SECTION 1: Introduction .....	1
1.1 Source Water Protection Goals .....	1
1.2 Rockaway Beach Source Water Areas.....	2
1.2.1 Water Rights.....	7
1.3 Source Water Protection Plan Development.....	10
1.3.1 Background .....	10
1.3.2 Plan Development Process .....	10
1.3.3 Public Outreach and Engagement.....	11
1.4 Organization of the Source Water Protection Plan .....	12
SECTION 2: Risk Assessment .....	13
2.1 Introduction to Risk Assessment .....	13
2.2 Natural Processes .....	15
2.2.1 Drought and Low Flows (high: 5, 5).....	15
2.2.2 Climate Change (high: 5, 5) .....	15
2.2.3 Highly Erodible Soils (high: 4, 4).....	16
2.2.4 Landslides (high: 4, 3).....	16
2.2.5 Earthquakes (high: 3, 5).....	16
2.2.6 Tsunamis (high: 3, 5).....	16
2.2.7 Severe Storms (medium: 4, 3).....	16
2.2.8 Wildfire (medium: 2, 3).....	17
2.2.9 Volcanic Ashfall (low: 1, 3) .....	17
2.3 Forestry Activities .....	17
2.3.1 Clearcut Harvesting (high: 5, 3-4).....	17
2.3.2 Pesticides (including herbicides) (high: 5, 4).....	18
2.3.3 Riparian Impacts (medium: 3, 3).....	18
2.3.4 Access Roads (low: 2, 2) .....	18
2.3.5 Borrow Pits (low: 1, 1) .....	19
2.4 Municipal .....	19
2.4.1 Vandalism (medium: 2, 4).....	19
2.5 Land Use.....	19
2.5.1 Unauthorized Camping (medium: 3, 2).....	19
2.5.2 Recreation (medium: 3, 2).....	19
2.6 Demands on Water Supply (outside of watershed) .....	19
2.6.1 Development (high: 4, 4).....	20
2.6.2 Tourism (high: 4, 4) .....	20
2.7 Risks to Groundwater Drinking Water Source.....	20
2.8 Identifying and Addressing New Risks.....	21
SECTION 3: Strategies to Address Risks.....	23
3.1 Introduction to Strategies.....	23
3.2 Critical Area Protection .....	27

3.3	Data Collection and Monitoring Programs .....	27
3.4	Watershed Restoration .....	28
3.5	Sediment and Erosion Control .....	28
3.6	Water Supply and Emergency Planning.....	28
3.7	Communications and Public Engagement .....	29
3.8	Water Conservation Measures .....	29
SECTION 4: Implementation Plan .....		31
4.1	Introduction to Implementation Plan .....	31
4.2	Phase 1 – Immediate Activities and Information Gathering .....	37
4.2.1	Critical Area Protection .....	37
4.2.2	Data Collection and Monitoring Programs .....	37
4.2.3	Watershed Restoration .....	37
4.2.4	Sediment and Erosion Control .....	38
4.2.5	Water Supply and Emergency Planning .....	38
4.2.6	Communications and Public Engagement .....	39
4.2.7	Water Conservation Measures .....	39
4.3	Phase 2 – Develop Partnerships and Continue Implementation .....	39
4.3.1	Critical Area Protection.....	39
4.3.2	Data Collection and Monitoring Programs .....	40
4.3.3	Watershed Restoration .....	40
4.3.4	Sediment and Erosion Control .....	40
4.3.5	Water Supply and Emergency Planning .....	41
4.3.6	Communications and Public Engagement .....	41
4.3.7	Water Conservation Measures .....	41
4.4	Phase 3 – Long-Term Implementation .....	42
4.4.1	Critical Area Protection.....	42
4.4.2	Data Collection and Monitoring Programs .....	42
4.4.3	Watershed Restoration .....	42
4.4.4	Sediment and Erosion Control .....	42
4.4.5	Water Supply and Emergency Planning .....	42
4.4.6	Communications and Public Engagement .....	43
4.4.7	Water Conservation Measures .....	43
4.5	Potential Funding Sources .....	43
SECTION 5: Contingency Plan .....		49
5.1	Threats to the Drinking Water Supply .....	49
5.2	Prioritization of Water Usage.....	49
5.3	Responses to Potential Incidents .....	50
5.4	Key Personnel and Notification Roster .....	51
5.4.1	Key Personnel .....	51
5.4.2	Notification Roster .....	51
5.5	Short-term and Long-term Replacement Potable Water Supplies.....	52
5.5.1	Short-term Actions .....	52
5.5.2	Long-term Actions .....	53

5.6 Short-term and Long-term Conservation Measures..... 53

5.7 Plan Testing, Review, and Update..... 55

5.8 Personnel Training ..... 55

5.9 Public Education ..... 55

5.10 Logistical and Financial Resources..... 56

SECTION 6: Future Water Sources ..... 57

SECTION 7: References..... 59

**Exhibits**

Exhibit 1-1. Rockaway Beach Drinking Water Source Area ..... 3

Exhibit 1-2. Rockaway Beach Source Water Area Erosion Potential..... 4

Exhibit 1-3. Key to Exhibits 1-1 and 1-2..... 6

Exhibit 1-4. City of Rockaway Beach Water Rights..... 8

Exhibit 1-5. Sourcewater Protection Plan Development Advisory Committee (SPPDAC) Members..... 11

Exhibit 1-6. Source Water Protection Plan Team Members..... 11

Exhibit 3-1. Overview of Risks Addressed by Strategy ..... 25

Exhibit 4-1. Implementation Plan Overview ..... 33

**Appendices**

Appendix A City of Rockaway Beach Source Water Assessment (2016)

Appendix B Public Outreach Examples

Appendix C Resources for Community Water System Operators

## Abbreviations and Acronyms

BLM	Bureau of Land Management
CERT	Community Emergency Response Team
cfs	cubic feet per second
City	City of Rockaway Beach
CPR	cardiopulmonary resuscitation
CSZ	Cascadia Subduction Zone
DEQ	Oregon Department of Environmental Quality
DWPP	Drinking Water Protection Plan
EJScreen	Environmental Justice Screening and Mapping Tool
EOP	Emergency Operations Plan
EPA	U.S. Environmental Protection Agency
EQIP	Environmental Quality Incentives Program
FERNS	Forest Activity Electronic Reporting and Notification System
FPA	Forest Practices Act
FRIA	Forest Road Inventory and Assessment
GIS	Geographic Information Systems
IC	Incident Commander
IMT	Incident Management Team
MOU	Memorandum of Understanding
NHMP	Natural Hazards Mitigation Plan
NIMS	National Incident Management System
ODF	Oregon Department of Forestry
ODFW	Oregon Department of Fish and Wildlife
OHA	Oregon Health Authority
OWRD	Oregon Water Resources Department
PI	Palmer Index
PIO	Public Information Officer
Plan	Source Water Protection Plan
SDWA	Safe Drinking Water Act
SPPDAC	Sourcewater Protection Plan Development Advisory Committee
SWA	Source Water Assessment
SWPP	Source Water Protection Plan
SWSI	Surface Water Supply Index
USFS	U.S. Forest Service
WMCP	Water Management and Conservation Plan
WMP	Water Master Plan
WTP	water treatment plant

## SECTION 1: Introduction

This Source Water Protection Plan (SWPP or Plan) focuses on the Jetty Creek watershed and was developed by GSI Water Solutions, Inc., on behalf of the City of Rockaway Beach (City) with guidance from a team of stakeholders and technical advisors, an Advisory Committee with City Council representatives, and public input. This SWPP provides a framework for Rockaway Beach to address risks to its primary drinking water source, Jetty Creek, in a manner that meets the criteria for state approval of a Drinking Water Protection Plan (DWPP). This SWPP is functionally equivalent to a DWPP.

### 1.1 Source Water Protection Goals

Source water protection refers to actions aimed at improving or safeguarding the quality and quantity of a water source used for drinking water. Source water protection helps communities provide clean, safe, high-quality drinking water to the public. Minimizing contaminants at the water source that threaten water quality helps reduce treatment costs and protects public health.

The primary goal of this SWPP is to protect the City's primary drinking water source, Jetty Creek, by documenting current and potential risks in the source water area, identifying strategies for eliminating or minimizing those risks, and establishing a detailed implementation plan to carry out the selected strategies, as funding allows. The SWPP also includes a contingency plan describing actions to be taken if the current water source becomes unavailable and considers future water sources.

This SWPP is one of several tools for the City to use to protect its drinking water source and improve water supply reliability. While this SWPP focuses on the City's Jetty Creek water source, the City is addressing its groundwater sources through other planning efforts, including the Water Master Plan (WMP), which is anticipated to be updated in the next few years.

This SWPP will enable the City to prepare for the future by addressing water quality and quantity issues associated with risks to its water source. As the City's population, development, and tourism grow, demands on the Jetty Creek water supply will increase, and strategies to minimize risks to the water source will be an increasing focus. An identified concern among the public and the City is management of the source watershed. In response, the City has set a goal of protecting the Jetty Creek watershed through acquisition, easement, or adjusted forest management.

Multiple stakeholders, including one of the two Jetty Creek watershed landowners who owns the lower portion of the watershed, and local members of conservation groups, formed the Jetty Creek Working Group in 2017 to facilitate conversations about the management of the source water area and explore land acquisition options. The Jetty Creek Working Group facilitated the completion of a Memorandum of Understanding (MOU) to create a collaborative solution for long-term, sustainable stewardship of the Jetty Creek watershed. The MOU includes objectives and agreed-upon actions from the parties involved to protect the City's drinking water source, including the landowner of the lower watershed agreeing to halt herbicide use on roadsides. In 2023, the landowner of the upper watershed and the City began attending the Jetty Creek Working Group meetings, and the City officially signed an updated MOU. Discussions between the City and landowners about potential acquisition or conservation easements have been occurring, and as of this SWPP's publication, one landowner has expressed interest, but no plans are finalized. The possibility of acquiring land in the Jetty Creek watershed was a major reason the City pursued funding for and initiated the development of the SWPP. This SWPP fits into the acquisition planning process and supports the City's efforts to achieve its land acquisition goal and source water protection goals.

## 1.2 Rockaway Beach Source Water Areas

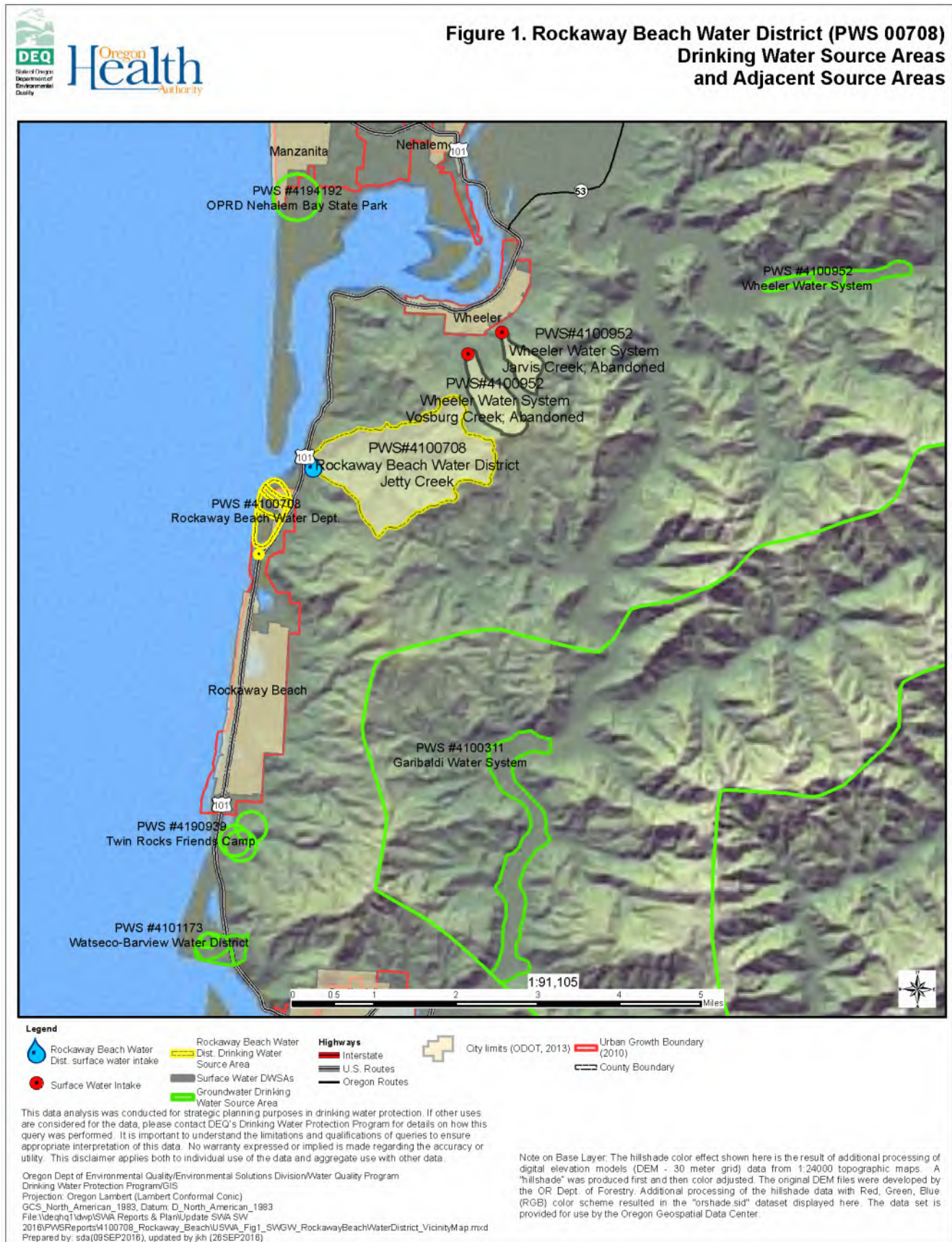
Rockaway Beach is located in the North-Coast region of Oregon and has a maritime climate. The City operates a municipal water system (PWS 4100708) that serves approximately 2,558 customers within and around the city limits according to the Oregon Health Authority's (OHA's) Drinking Water Data Online system, which can be accessed at: <https://yourwater.oregon.gov/inventory.php?pwsno=00708>. The City's water system also serves the unincorporated communities of Nedonna Beach and Twin Rocks. The City is a popular summertime tourist destination. As a result, while the City's resident population is 1,499 according to the U.S. Census data from July 2022, during the summer months, the influx of visitors can increase the City's population to over 4,500, as described in the Rockaway Beach Water Management and Conservation Plan (WMCP), Section 2.1 (HBH, 2020). The City's water system service area, which extends beyond the city limits within the boundaries of its urban growth area, is approximately 2.7 square miles and is bounded on the east by the Coast Range and on the west by the Pacific Ocean.

The City's primary water supply source is Jetty Creek, which has a 1,300-acre source water area (i.e., watershed) located 3 miles north of the City. The City supplements the Jetty Creek supply with water from its groundwater wells in late summer as needed due to low flows in Jetty Creek. The City worked with the Oregon Department of Environmental Quality (DEQ) to obtain the updated maps provided as Exhibits 1-1 through 1-4. Exhibit 1-1 is a map showing the City's drinking water source areas and adjacent source areas. Exhibit 1-2 is a map delineating the City's Jetty Creek watershed surface water source area and intake and its groundwater source area and wells, and shows the locations of borrow pits in the Jetty Creek watershed. Exhibit 1-3 shows erosion potential in the Jetty Creek watershed. For Exhibit 1-3, DEQ used three different soil evaluation methods<sup>1</sup> for estimating soil erosion potential depending on the overall slope of the land surface and data availability. The red, orange, and yellow lines in Exhibit 1-3 represent the method and dataset used, not the level of erosion potential. Exhibit 1-3 shows that the majority of the stream miles in the watershed have high soil erosion potential. Exhibit 1-4 shows the surface water sources authorized on the City's municipal water rights.

<sup>1</sup> DEQ used the following datasets to map the erosion potential:

- a. The red lines represent areas within 300 feet of streams with greater than 75% soil disturbance, based on the United States Department of Agriculture (USDA) Natural Resource Conservation Services (NRCS) Revised Universal Soil Loss Equation -2 (RUSLE2), and lower slopes. These areas have moderate to very high erosion vulnerability, according to the RUSLE2 data.
- b. The orange lines represent areas within 300 feet of streams with up to 75% soil surface disturbance (bare soils) after disturbance activities that expose the soil, based on the USDA NRCS "off-road/off-trail erosion hazard rating" data.
- c. The legend includes a key for streams represented by yellow lines; however, these areas are not present in the City's Drinking Water Source Area on this map. Typically, DEQ uses yellow lines to represent areas within 300 feet of streams with high soil erodibility ratings, and with slopes greater than 30%, based on Soil Resource Inventory (SRI) data from the United States Forest Service (USFS) and Soil Survey Geographic Database (SSURGO) data. SSURGO data was unavailable for the area on this map. No yellow lines (aside from the Drinking Water Source Area Boundary, a dotted black line with a yellow highlight) are shown on this map.



**Exhibit 1-1. Rockaway Beach Drinking Water Source Areas and Adjacent Source Areas**



## Exhibit 1-2. Rockaway Beach Source Water Areas

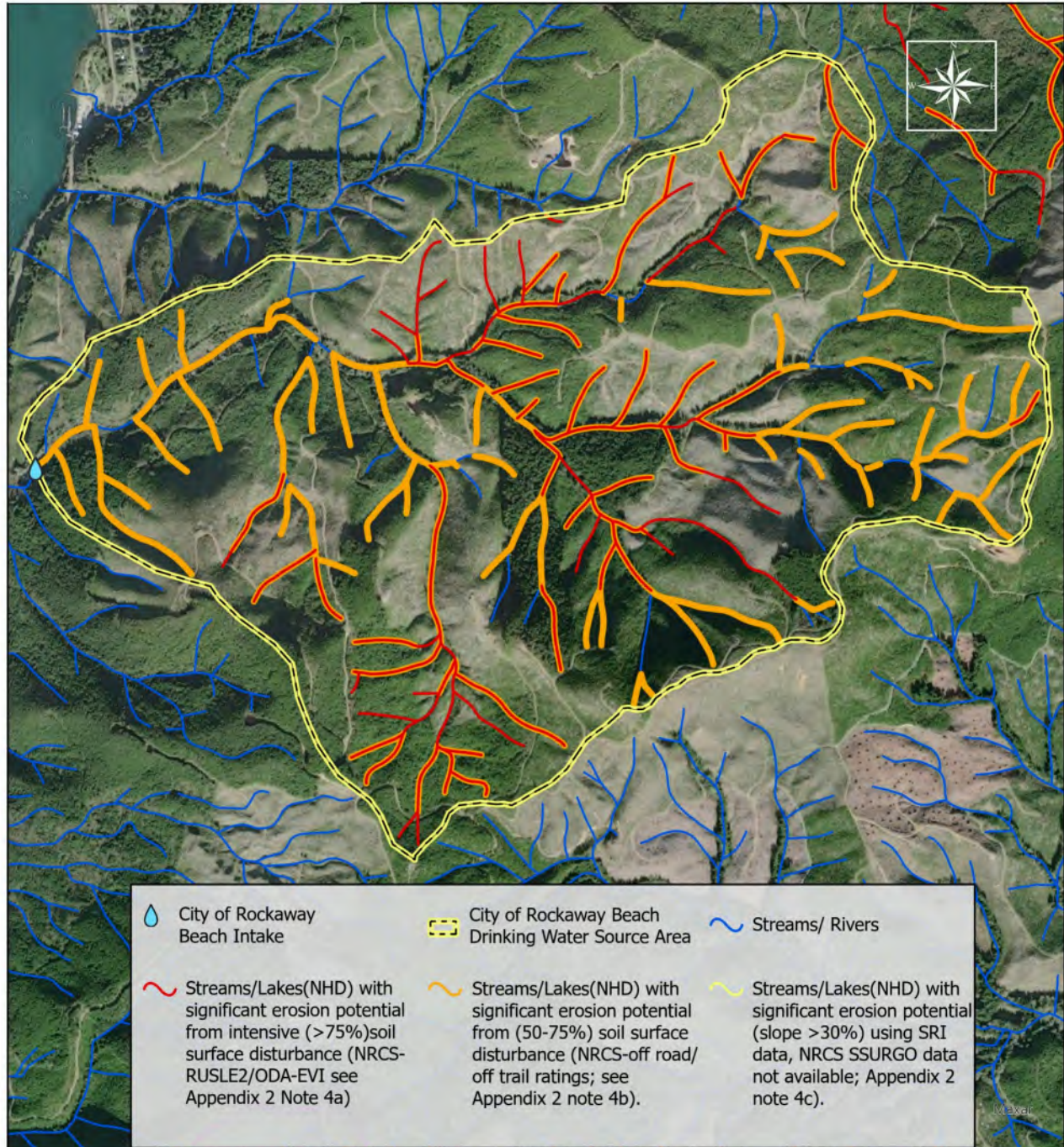




## Exhibit 1-3. Rockaway Beach Source Area Erosion Potential



**Figure 2 City of Rockaway Beach (PWS 4100708)**  
**Drinking Water Source Area Erosion Potential**  
 (See Appendix 2 for key to map details and metadata)



0 0.2 0.4  
 Miles

Oregon Department of Environmental Quality/ Drinking Water Protection Program  
 Projection: Oregon Lambert (Lambert Conformal Conic), GCS\_North\_American\_1983  
 File: \DEQ\HQ1\DW\SWA Reports & Plan\Update\_SWA\_SW\_2024\4100708\_RockawayBeach

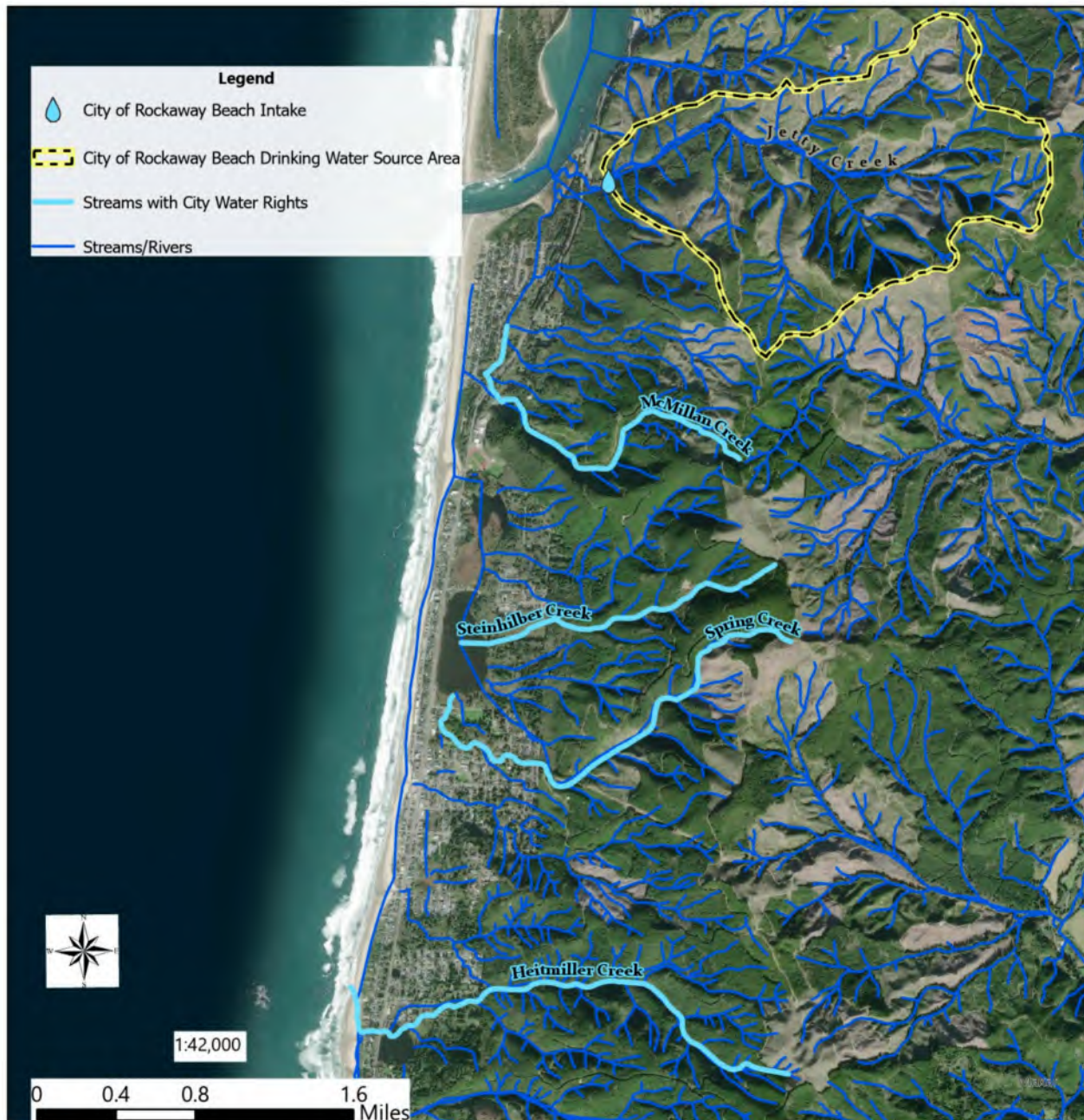
This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering or surveying purposes. Users of this information should review and consult the primary data and information sources to ascertain the usability of the information. DEQ's Drinking Water Protection Program can provide information on how the queries were performed. It is important to understand the limitations and qualifications of queries to ensure appropriate interpretation of this data. No warranty expressed or implied is made regarding the accuracy or utility. This disclaimer applies both to individual use of the data and aggregate use with other data.



## Exhibit 1-4. Water Rights Held by City of Rockaway Beach



Figure 3a. City of Rockaway Beach (PWS#4100708)  
Water Rights Held by City of Rockaway Beach  
(See Appendix 2 for Key to map details and metadata)



This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering or surveying purposes. Users of this information should review and consult the primary data and information sources to ascertain the usability of the information. DEQ's Drinking Water Protection Program can provide information on how the queries were performed. It is important to understand the limitations and qualifications of queries to ensure appropriate interpretation of this data. No warranty expressed or implied is made regarding the accuracy or utility. This disclaimer applies both to individual use of the data and aggregate use with other data.

Oregon Department of Environmental Quality/ Drinking Water Protection Program \\DEQ\HQ1\DWPP\SWA Reports &amp; Plan\Update\_SWA\_SW\_2024\Templates

### 1.2.1 Water Rights

The City currently uses Jetty Creek as its primary municipal water supply source and holds water rights collectively authorizing the use of up to 2.0 cubic feet per second (cfs) from Jetty Creek. Water diverted from Jetty Creek is treated at the City's water treatment plant (WTP), which has a treatment capacity of 861,120 gallons per day (1.3 cfs). The City holds two groundwater rights that authorize 1.003 cfs from three groundwater wells, the West and East Wells and the Manhattan Well. As discussed previously, the wells are used to supplement supply from Jetty Creek in the late summer when streamflows are too low to meet peak demands. In addition, the City has water rights on several other surface water sources that it holds in reserve; they are not currently in use. Exhibit 1-4 lists and summarizes information about the City's water rights.

**Exhibit 1-3. City of Rockaway Beach Water Rights**

Source	Application	Permit	Certificate/ Transfer	Priority Date	Type of Use	Authorized Rate (cubic feet per second)	Comments
<b>Surface Water</b>							
Jetty Creek	S-46578	S-34498	97180	12/8/1969	Municipal	1.0	<ul style="list-style-type: none"> <li>Flow restrictions (due to instream water right Certificate 59625)</li> <li>In use as main source of supply</li> </ul>
Jetty Creek	S-61833	S-46245	97181	6/24/1981	Municipal	1.0	<ul style="list-style-type: none"> <li>Flow restrictions (due to instream water right Certificate 59625)</li> <li>In use as main source of supply</li> </ul>
McMillan Creek	S-21838	S-17176	26097	7/31/1946	Municipal	0.26	<ul style="list-style-type: none"> <li>Not currently in use</li> </ul>
McMillan Creek	S-32194	S-25396	30421	3/17/1958	Municipal	0.26	<ul style="list-style-type: none"> <li>Not currently in use</li> </ul>
McMillan Creek	S-33260	S-26296	30423	7/30/1959	Municipal	0.50	<ul style="list-style-type: none"> <li>Not currently in use</li> </ul>
Spring Creek and Steinhilber Creek	S-2085	S-1081	936	2/15/1912	Municipal	0.5	<ul style="list-style-type: none"> <li>Not currently in use</li> </ul>
Heitmiller Creek	S-37408	S-27861	38987	2/16/1962	Municipal	0.5	<ul style="list-style-type: none"> <li>Not currently in use</li> </ul>
Heitmiller Creek	S-1785	S-925	2201	10/18/1911	Domestic, including municipal supply	2.50	<ul style="list-style-type: none"> <li>Not currently in use</li> </ul>
Rockaway Creek	S-153	S-51	2386	6/28/1909	Domestic	5.0	<ul style="list-style-type: none"> <li>Not currently in use</li> </ul>

Source	Application	Permit	Certificate/ Transfer	Priority Date	Type of Use	Authorized Rate (cubic feet per second)	Comments
<b>Groundwater</b>							
Two Wells in the Nehalem Bay Basin (East Well and West Well)	G-9809	G-9365	82449	6/10/1981	Municipal	0.78	<ul style="list-style-type: none"> <li>Used to supplement Jetty Creek water supply in summer</li> <li>The East Well has water quality issues</li> </ul>
A well in McMillan Creek Basin (Manhattan Well)	G-15716	G-15325	None	2/28/2002	Municipal	0.223	<ul style="list-style-type: none"> <li>The Manhattan Well has water quality issues and is only used to supplement the City's Jetty Creek water supply in summer.</li> <li>The authorized rate from this permit is currently limited to 0.156 cubic feet per second (cfs) out of 0.223 cfs, per an Oregon Water Resources Department Water Management and Conservation Plan Final Order dated 2/26/2020</li> <li>The permit development completion deadline was extended to 10/1/2057</li> </ul>

## 1.3 Source Water Protection Plan Development

### 1.3.1 Background

The 1996 amendments to the federal Safe Drinking Water Act (SDWA) established new requirements and allocated resources to DEQ and OHA to assist communities with drinking water protection. In Oregon, a public water system can voluntarily develop a DWPP and submit it to DEQ and OHA for approval (for surface water sources) or for certification (for groundwater sources). DEQ administers the approval process for these plans for surface water and OHA for groundwater sources. Both agencies participate in the Plan review process.

The DEQ prepared a Source Water Assessment (SWA) for Rockaway Beach in 2002 to fulfill one of the requirements of the amended SDWA. The SWA includes a delineation of the drinking water source area supplying the City's water system, identification of areas that may be most vulnerable to contamination, and an inventory of potential contaminant sources. DEQ developed an updated SWA in 2016 (see the updated SWA in Appendix A) that includes the source area map (Exhibit 1-1) along with maps showing soil erosion potential, areas prone to landslides, local land uses and ownership, and potential anthropogenic sources of pollution. The updated SWA acknowledges groundwater as a backup source of supply for Rockaway Beach, and identifies risks associated with the City's wells. The updated SWA was used as a starting point for the risk assessment described further in Section 2.

### 1.3.2 Plan Development Process

OHA awarded Rockaway Beach a Drinking Water Source Protection Fund grant in 2023 to develop a SWPP. The City selected a consultant, GSI Water Solutions, Inc., to facilitate the development of the SWPP, which included organizing meetings. The SWPP development process began with the City forming a Sourcewater Protection Plan Development Advisory Committee (SPPDAC)<sup>2</sup> made up of interested community members and a SWPP Team consisting of technical experts, including the two landowners in the Jetty Creek watershed, government agencies, and conservation groups. Exhibit 1-5 lists the SPPDAC members and Exhibit 1-6 lists the SWPP Team members and their affiliations. The SWPP Team met about SWPP content prior to SPPDAC meetings, which enabled the SPPDAC to discuss SWPP materials that had been informed by technical experts. Meetings for both groups were held throughout the SWPP development process. In addition, public engagement was an important component of the SWPP development process, as described in Section 1.3.3. The City Council of Rockaway Beach reviewed and approved the SWPP in May 2025 and then the City submitted the Final Draft SWPP to DEQ and OHA for approval.

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<sup>2</sup> The formal name of the SPPDAC uses "Sourcewater Protection Plan" rather than "Source Water Protection Plan", which is what is used throughout the rest of this document.



#### Exhibit 1-4. Sourcewater Protection Plan Development Advisory Committee (SPPDAC) Members

Name	Role
<b>Sandra Johnson</b>	Appointed SPPDAC Member Position 1
<b>Jason Maxfield</b>	Appointed SPPDAC Member Position 2
<b>Lydia Hess</b>	Appointed SPPDAC Member Position 3
<b>Ron Cleman</b>	Appointed SPPDAC Member Position 4
<b>Jay Udelhoven<sup>1</sup></b>	Appointed SPPDAC Member Position 5
<b>Alesia Franken</b>	City Council Member Liaison
<b>Charles McNeilly</b>	Mayor (Ex Officio)

#### Note

<sup>1</sup> Jay Udelhoven resigned from the SPPDAC on December 13, 2024, and therefore did not provide input on the SWPP after that date.

#### Exhibit 1-5. Source Water Protection Plan Team Members

Name	Affiliation
<b>Luke Shepard</b>	City Manager, City of Rockaway Beach
<b>Dan Emerson</b>	Public Works Superintendent, City of Rockaway Beach
<b>Alyssa Leidel</b>	Department of Environmental Quality (DEQ)
<b>Erick Finnell</b>	Oregon Department of Forestry
<b>Robert Bradley</b>	Oregon Department of Fish and Wildlife (ODFW)
<b>Derek Wiley</b>	ODFW
<b>Nikki Hendricks (Watermaster)</b>	Oregon Water Resources Department
<b>Daniel Wear</b>	Sustainable Northwest
<b>Mark Garrigues</b>	Nuveen Natural Capital
<b>Mike McKibbin</b>	Stimson Lumber Company
<b>Jacob Hilger</b>	Stimson Lumber Company
<b>Morgan DeMoll</b>	North Coast Land Conservancy
<b>Zac Mallon</b>	Nehalem Bay Watershed Council

### 1.3.3 Public Outreach and Engagement

Community members had opportunities to learn about the development of the SWPP and provide feedback at two public meetings. In November 2024, the City held a public meeting that discussed potential contaminant sources and risks identified in the SWA (DEQ, 2016) by the SWPP Team, as well as information about additional potential risks and priority rankings based on the likelihood of occurrence and severity of impact on the City's water source. A second public meeting took place in March 2025, where attendees learned about and provided feedback on proposed strategies for drinking water protection, implementation plans, and the contingency plan for using water from Jetty Creek. Information about the planning process and draft documents was available for public review at the meetings and online. Both in-person and remote attendance options were offered for the meetings, and recordings were posted on the City's website for those unable to attend. The City promoted the meetings through its website, social media posts, flyers, press

releases, and communication from the SWPP Team with the stakeholders and constituents they represented. Appendix B includes examples of public outreach materials. The SWPP Team and local stakeholders shared vital local knowledge about potential contaminant sources, projects already completed or planned, and risk reduction strategies tailored to local conditions and resources.

## 1.4 Organization of the Source Water Protection Plan

The remainder of this SWPP is organized into the following sections:

- **Section 2:** Risk Assessment
- **Section 3:** Strategies to Address Risks
- **Section 4:** Implementation Plan
- **Section 5:** Contingency Plan
- **Section 6:** Future Water Sources
- **Section 7:** References



## SECTION 2: Risk Assessment

### 2.1 Introduction to Risk Assessment

Identifying and prioritizing potential risks formed the foundation for developing strategies to protect drinking water quality. The City identified and prioritized potential risks with guidance from its SWPP Team and the SPPDAC. The City's SWA (DEQ, 2016) and DWPPs for other water providers in the coast region also informed the risk identification process.

Risks can be prioritized based on the likelihood of their occurrence affecting drinking water sources and the severity of their impacts to drinking water sources and infrastructure. The approach to scoring risks is to define "risk likelihood" as the likelihood of the identified risk affecting the water source and causing the impacts as described. "Risk impact" is defined as the severity of the impact of those risks on the water source. For example, highly erodible soils are likely to increase turbidity and contribute sediment to the water source, so the risk likelihood was ranked a 4 (likely), and the impacts of that risk were ranked as a 4 (severe) because it severely impacts the water source. The scale of 1 to 5 shown in Exhibit 2-1 below was used to rate likelihood and impact of risks for Jetty Creek. A 20-year planning period was used for prioritizing risks.

#### Exhibit 2-1. Risk Rating Scale

Likelihood		Impact	
1	Rare/very unlikely	1	Insignificant
2	Unlikely	2	Minor
3	Possible	3	Moderate
4	Likely	4	Severe
5	Almost certain	5	Catastrophic

The two aspects of risk were then combined into an overall risk rating of high, medium, and low, as shown in Exhibit 2-2.

**Exhibit 2-2. Risk Prioritization Matrix**

Likelihood	Impact				
	Insignificant (1)	Minor (2)	Moderate (3)	Severe (4)	Catastrophic (5)
<b>Rare/very unlikely (1)</b>	Low	Low	Low	Low	Medium
<b>Unlikely (2)</b>	Low	Low	Medium	Medium	Medium
<b>Possible (3)</b>	Low	Medium	Medium	Medium	High
<b>Likely (4)</b>	Low	Medium	Medium	High	High
<b>Almost certain (5)</b>	Medium	Medium	High	High	High

The final risk assessment incorporating SWPP Team expertise, SPPDAC advising, and public feedback is shown below. Risks are divided into five general categories with associated subcategories:

- Natural Processes
  - Drought and low streamflows
  - Climate change
  - Highly erodible soils
  - Landslides
  - Earthquakes
  - Tsunamis
  - Severe storms
  - Wildfire
  - Volcanic ashfall
- Forestry
  - Clearcut harvesting
  - Pesticides (including herbicides)
  - Access roads
  - Riparian impacts
  - Borrow pits
- Municipal
  - Vandalism
- Land Use
  - Unauthorized camping
  - Recreation

- Demands on Water Supply (outside of watershed)
  - Development
  - Tourism

Sections 2.2 to 2.6 provide an overview of the risk assessment findings, detailing the identified risks along with their corresponding risk ranking (high, medium, or low) and risk scores. Each score consists of two numbers: the first indicates the likelihood of occurrence, while the second reflects the anticipated severity of the impact on water quality and/or quantity. Section 2.7 describes potential risks to the City's groundwater sources. The City included groundwater risks in the SWPP to track risks for all current water sources, but did not rank groundwater risks or include them in the strategies and implementation plan sections given that the focus of this SWPP is the Jetty Creek watershed. Section 2.8 outlines the process for identifying and managing new risks that may emerge within the Jetty Creek watershed as a result of new activities or changes in the intensity or spatial distribution of current activities.

## 2.2 Natural Processes

Natural processes as well as anthropogenic activities can affect water quality and quantity and can be influenced by human activities. Understanding the biological and geological processes occurring within the source watershed helps the City prepare for the potential hazards these processes pose and become a more resilient public drinking water system. Many natural processes interact with each other, and while this SWPP separates the risks, understanding the natural processes within the watershed as a whole will help the City effectively manage and address the natural hazards to its drinking water source.

### 2.2.1 Drought and Low Flows (high: 5, 5)

Lower streamflows, such as from a drought event during a given summer or a longer-term climatic trend, may result in temporary water shortages or the need to implement conservation measures to ensure that available water supply can meet demands. Impacts on water supply are exacerbated because the City's water demand is the highest in summer when streamflows are at their lowest. A drought in 2022 stressed the City's water supply and required the City to issue water curtailment notices. Low flows may lead to water quality issues, such as increased water temperatures, decreased dissolved oxygen, increased algae and bacteria counts, and higher concentrations of contaminants or nutrients. Climate change is projected to cause more frequent and severe droughts and lower streamflows, further exacerbating those effects of low streamflows (also see Section 2.2.2).

### 2.2.2 Climate Change (high: 5, 5)

Climate change exacerbates existing risks to the drinking water source. Climate change is projected to cause more frequent and severe droughts and lower streamflows, which amplify the risks described in Section 2.2.1. Lower streamflows reduce water supply when municipal water demand is highest. Increasing temperatures and droughts also increase the risk of wildfires in the watershed. Climate change is projected to increase the severity and frequency of storms, leading to increased risk of flooding and sediment transport to streams. In just the past 15 years, Oregon coastal communities have seen increased storm intensity in the winter and extended drought and dry conditions in the summer months. The continued impact of climate change on the Northern Oregon coast will continue to exacerbate these discrepancies.

Communities on the Oregon Coast, including Rockaway Beach, are federally designated as disadvantaged due in large part to the projected impacts of climate change. Rockaway Beach is considered disadvantaged by the U.S. Environmental Protection Agency (EPA) Disadvantaged Community Environmental and Climate Justice Program Map (EPA, 2024) and Environmental Justice Screening and Mapping Tool (EJScreen) (EPA, n.d.), and the Climate and Economic Justice Screening Tool (CEJ, 2024) with a predominantly low-income

and aging population. The EPA EJScreen reports the area in the 97<sup>th</sup> national percentile for risk of heart disease among adults, along with the 98<sup>th</sup> national percentile for cancer risk (EPA, n.d.).<sup>3</sup>

### 2.2.3 Highly Erodible Soils (high: 4, 4)

Eighty percent of the stream miles (18.58 mi) within 500 feet of the stream in the source water area contain soils with high erosion potential (DEQ, 2016). Highly erodible soils contribute sediment and potential contaminants at a higher rate to the water source, increasing turbidity and decreasing water quality. Steep slopes are present in the watershed and significant rain events exacerbate soil erosion on the slopes. High stream turbidity impacts water supply operations and active management is required annually to mitigate the impacts. The City has experienced sediment build-up in front of the fish screen at the off-channel settling pond upstream of the WTP. High turbidity events in Jetty Creek have required the City to shut off the WTP and the fish screen for brief periods in the past. Between 2020 to 2023, the City was forced to stop diverting water from Jetty Creek for eight days due to high rates of sediment and turbidity. Beyond this, the City commonly diverts water during periods of slightly elevated turbidity. To do this safely, the City adds chemicals, such as aluminum chloralhydrate and chlorine, to treat the water coming into the facility.

### 2.2.4 Landslides (high: 4, 3)

Landslide deposits (non-rock material) are mapped near the intake and in the mid-watershed in the SWA (DEQ, 2016). Landslides can increase turbidity in the water. There are many steep slopes in the watershed, and several small landslides have been observed. Landslides closed a road near the watershed in 2015 and impacted the Rockaway Beach water system temporarily. Nearby water systems have had their infrastructure impacted by landslides in recent years, as well.

### 2.2.5 Earthquakes (high: 3, 5)

The entire Oregon Coast is at risk of a severe Cascadia Subduction Zone (CSZ) (The CSZ is the fault that runs along the Oregon Coast) earthquake. Less severe earthquakes could also occur. The effects of a major earthquake could include, but are not limited to, destruction of water system infrastructure, landslides, erosion, and soil liquefaction that could impact streams. An earthquake could trigger a tsunami that could exacerbate these impacts and could produce additional impacts (see tsunami risk description below).

### 2.2.6 Tsunamis (high: 3, 5)

Rockaway Beach is at a higher risk of a tsunami than Tillamook County as a whole (Tillamook County, 2023). The WTP and public works building are in the tsunami inundation zone (for a CSZ M9.0-med tsunami) and have a greater than 50 percent probability of moderate to complete damage from a CSZ earthquake (Tillamook County, 2023). A tsunami could destroy vital infrastructure and result in water supply shortages, potential saltwater intrusion, and other contamination of drinking water.

### 2.2.7 Severe Storms (medium: 4, 3)

Severe storms increase the likelihood of rapid runoff, erosion, flooding, and high stream turbidity, which puts drinking water quality at risk. As discussed in the highly erodible soils risk description, high turbidity has

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<sup>3</sup> The national percentile indicates how Rockaway Beach compares to the rest of the U.S. population. A national percentile of 98 percent for cancer means that the portion of the community's population with cancer is an equal or higher percentage than where 98 percent of the U.S. population lives. The health disparity percentiles used in the EJScreen are based on CDC PLACES data which are available at the Census tract level. The percentiles specifically compare heart disease prevalence among adults aged 18 years or older (includes several types of heart conditions) and cancer (excluding skin cancer) prevalence among adults aged 18 or older.

been a continual concern for the City given how it impacts the City's ability to run the WTP. The impacts of severe storms may be more severe in combination with other risks, such as areas prone to landslides, recent timber harvest, or burned areas.

The area has experienced severe storms in recent years. December 2015 storms caused significant riverine flooding east of Highway 101. A combination of sand blocking outlets and high tides meeting large volumes of runoff from the land caused road closures. January 2021 saw coastal flooding events, landslides, and debris flows in the area.

Climate change is projected to increase winter precipitation as well as lead to more frequent and severe storms, which could increase runoff and streamflow during these events.

### 2.2.8 Wildfire (medium: 2, 3)

Wildfires remove vegetation and damage soils, which increases runoff and erosion and decreases water infiltration and retention in the soils. Firefighting chemicals could potentially impact water quality. Per- and polyfluoroalkyl substances are components of some firefighting foams used to extinguish liquid fires but are not a concern for forest firefighting. Water used for fire suppression could be taken from Jetty Creek, reducing the City's available drinking water supply.

Accumulated slash piles from forest harvesting have been burned by landowners in the past, reducing the fire hazard. There will be little to no fire use associated with forest harvest in the years prior to 2043. Current forest landowners have their own firefighting crews and contractors to aid in suppression of any potential fires.

Anticipated increases in the annual number of hot, dry days due to climate change could increase the risk of wildfires in the watershed.

### 2.2.9 Volcanic Ashfall (low: 1, 3)

Volcanic ashfall from a Cascade volcanic eruption is identified as a low risk to Tillamook County in the Natural Hazards Mitigation Plan (NHMP) (Tillamook County, 2023), but it could affect Rockaway Beach. The effects of volcanic ash would be significant for water quality and could damage water infrastructure (Tillamook County, 2023).

## 2.3 Forestry Activities

The entire Jetty Creek watershed is privately owned by two industrial forestry companies. Oregon's Forest Practices Act (FPA) sets standards for commercial forestry operations, including harvest, reforestation, access roads, chemical applications, and riparian area protections, among other issues. Under the Private Forest Accord, forestry and conservation groups agreed to recommend changes to the FPA. Among the intentions of the new rules are increasing protection for streams, improving forest road design standards, retaining more trees on steep slopes, protecting fish and amphibian habitat, and funding mitigation projects to help aquatic species. The Oregon Department of Forestry (ODF) is investing in compliance monitoring and reporting for the FPA rules.

### 2.3.1 Clearcut Harvesting (high: 5, 3-4)

The source watershed is 100 percent private forest land with two landowners (DEQ, 2016). The SWA (DEQ, 2016) identified clearcut harvesting with a rotation of under 35 years as a potential risk in the source water area. The SWA specified clearcuts southeast of the City's intake as a risk. Aerial imagery from 2000 to 2024 shows that nearly the entire drinking water source area has been clearcut within the 24-year time period. Some portions of the Jetty Creek Watershed will reach a harvesting age in approximately 15 to 20 years.

Forest thinning or partial harvesting typically does not occur in this watershed because it leaves stands vulnerable to blowdown from high coastal winds. Clear cut timber harvest is the common industrial forest management approach on the Oregon Coast, and likely to be the approach taken by the current landowners when the forest returns to mature age, without engagement from the City or other conservation partners.

Clearcut harvesting may impact runoff and streamflow (and thereby stream temperatures), soil properties and moisture retention, sediment transport, and stream turbidity. Factors such as elevation, slope steepness, and direction of slope can influence the degree of impact of timber harvesting. Jetty Creek has a history of erosion and high stream turbidity post-harvest. The impacts on streamflow vary depending on the season of the year, the length of time since harvest, and the specific harvesting location and practices used. The period during regrowth when streamflow would be reduced during the summer low-flow season is a primary concern. Shorter harvesting rotations (e.g., 35 years) would be more likely to impact water quantity than longer rotations (e.g., 80 years) due to the higher frequency of soil disturbance within the watershed.

### 2.3.2 Pesticides (including herbicides) (high: 5, 4)

Pesticides, herbicides, and fertilizers used in forestry may enter waterways and contaminate water quality. DEQ has reported detections of herbicide residue (sulfometuron-methyl) in Rockaway Beach's drinking water before treatment at the WTP (DEQ, 2016).

The method and timing of chemical applications influence the level of risk to drinking water. For example, applications on steep slopes in sparsely vegetated areas increase the risk of contaminating the creek. Aerial spraying is potentially a greater risk to water quality than other application methods. Fertilizers are not used by landowners in the Jetty Creek watershed.

Pesticides/herbicides would typically be used 1-2 times in a 40- to 50-year rotation. Chemical applications are regulated by several public agencies, and applications are not allowed within required buffers of streams. The revised FPA rules include provisions to restrict spraying near streams.

The current landowner of the lower watershed agreed in the MOU with the City to exclude herbicide applications from its routine road maintenance activities. The current landowner of the upper watershed surveys roads in the watershed ahead of roadside chemical applications and flag streams and wet areas with a 10-to-50-foot buffer depending on water type. The City is also notified ahead of time so that it can shut off the intake during the operation. The upper watershed landowner has verbally agreed to negotiate with the City to share the costs for manual clearing of the roads.

### 2.3.3 Riparian Impacts (medium: 3, 3)

Timber harvesting activities could affect soils and vegetation along streams, resulting in increased erosion and stream turbidity. Reduced vegetation could lead to an increase in stream temperatures and potentially an increase in algae growth and bacteria counts. Invasive plant species on streambanks could affect erosion susceptibility and water quantity. Timber harvesting near streams can increase the likelihood of blowdown that could impact riparian areas. The updated Oregon FPA rules increase riparian buffer zones based on stream classifications and add protections for non-fish-bearing streams. While new standards may reduce riparian impacts, legacy impacts from previous timber harvests may be present.

### 2.3.4 Access Roads (low: 2, 2)

Building, maintenance, and usage of forestry access roads, particularly wet weather haul, may contribute to erosion and stream turbidity. Pesticide/herbicide use on roadsides may contribute contaminants to the stream. Roadside applications would typically occur on a 3- to 4-year cycle in the upper watershed.

Updated requirements for road management in the Oregon FPA rules and best management practices can help reduce the impacts of roads on the water source. Heavy use of access roads to borrow pits in the watershed, described under Section 2.3.5, also poses a risk to water quality. The roads in the Jetty Creek watershed are frequently maintained by current landowners.

### 2.3.5 Borrow Pits (low: 1, 1)

A small, likely inactive (identified as inactive in the 2002 SWA developed by the DEQ) borrow pit (gravel quarry) east of the intake used for local logging roads is a potential risk to drinking water. The landowner in the lower watershed has effectively reclaimed a borrow pit that was last active in 2018 and has another borrow pit that was last used in 2022 (the locations of the borrow pits are shown on Exhibit 1-2). The landowner used both borrow pits for road maintenance and construction on the property. Spills or leaks of waste or chemicals from mining operations could impact water quality. There may be another active borrow pit in or near the watershed that poses a potential risk to water quality, but more information is needed to determine whether the pit is within watershed, and if so, to characterize the risk from this pit.

## 2.4 Municipal

Drinking water source protection is aided by municipal management practices that prioritize protecting infrastructure along with the water quality and quantity of streams and conditions in the source water area.

### 2.4.1 Vandalism (medium: 2, 4)

Vandalism or sabotage would include deliberate damage to the intake or the water treatment facility and deliberate destruction or contamination in the watershed that impacts the water source. Vandalism could impact water quality or quantity.

## 2.5 Land Use

Land uses in the source watershed other than activities by landowners pose risks that could impact water quality and quantity.

### 2.5.1 Unauthorized Camping (medium: 3, 2)

Camping is not allowed on the properties within the watershed, but it can be difficult to prevent people from accessing and camping on the land. Improper disposal of garbage and human and animal waste and vehicle pollution can impact water quality. Human activity, such as building campfires, increases the risk of wildfires.

### 2.5.2 Recreation (medium: 3, 2)

Hiking, horseback riding, and possibly other recreational uses in the source water area pose potential risks to drinking water, such as erosion and water contamination from garbage and human and animal waste.

## 2.6 Demands on Water Supply (outside of watershed)

The City identified risks outside of the watershed that increase water demand, thereby challenging the City's ability to supply sufficient drinking water. Climate change will affect the water supply during the summer when demands peak because of tourism and outdoor water use. While these risks are outside of the source watershed, they can be targeted with some of the same strategies the City will use to address risks within the watershed.



### 2.6.1 Development (high: 4, 4)

New development will increase water demand. Ensuring the City will have an adequate water supply to support new development in the future is a growing concern.

### 2.6.2 Tourism (high: 4, 4)

Tourism increases water demand substantially in the summer. Climate change may increase tourism further as a result of Willamette Valley residents visiting the coast more frequently to escape hotter and drier summer conditions in the Willamette Valley. Providing adequate water supply to support increasing tourism is a growing concern. In addition, short-term rentals are growing in popularity outside of the summer season.

## 2.7 Risks to Groundwater Drinking Water Source

The City also has groundwater wells that supplement the water supply during late summer when Jetty Creek flows are low. The SWA (DEQ, 2016) identified several risks to groundwater sources, including sewer lines, septic systems in areas of residential high-density housing, transportation corridors, and sites with potential chemical contaminants. Other risks to groundwater include saltwater intrusion, aging infrastructure, and chemical use. Groundwater could also be impacted by potential natural hazards identified in Section 2.2 including earthquakes, tsunamis, climate change, and storms. This SWPP focuses on the City's primary source of supply, Jetty Creek, but the City plans to investigate its groundwater wells more extensively in other future planning processes. For this reason, the groundwater risks were not ranked in order of priority. The following table describes each groundwater risk identified.

**Exhibit 2-3. Groundwater Drinking Water Source Risks**

Risk Category	Risk	Description and Impacts
Natural hazards	Saltwater intrusion	The Oregon Health Authority has issued at least three alerts of sodium detections in the City's groundwater (DEQ, 2016). Sodium from seawater impacts water quality. In addition to introducing salt, seawater can transport other pollutants to groundwater. With sea level rise predicted due to climate change, this risk is likely to increase.
Municipal	Sewer lines	Sewer lines through residential areas pose a contamination risk to groundwater.
Municipal	Septic systems	Above-ground storage tanks and large-capacity septic systems serving more than 20 people are potential sources of contamination. Septic systems, particularly aging ones, can leach contaminants into the groundwater.
Municipal	Residential high-density housing	High-density housing with septic systems can result in a higher concentration of contaminants leaching into groundwater in these areas.
Municipal	Aging infrastructure	Aging wells, pipelines, and other components of drinking water infrastructure put the ability to provide groundwater at risk.
Municipal	Dike	A dike between Nedonna and the Nehalem River has likely not been maintained in several years, which could put groundwater quality at risk if the dike failed.



Risk Category	Risk	Description and Impacts
Transportation	Roads, highways, and railroads	Several transportation corridors (e.g., Port of Tillamook Bay Railroad, Highway 101, and a few roads owned by the Bureau of Land Management, Oregon Department of Transportation, the City, and the County) present risks to groundwater sources. Vehicles may deposit contaminants that can infiltrate into groundwater sources via stormwater runoff. Herbicide use along highways, roads, and railroads has also been identified in the groundwater source area, which could potentially contaminate groundwater.
Industrial	Mercury storage site	Mercury is possibly stored at a site uphill from Nedonna Beach, posing a potential risk to the groundwater in Nedonna Beach if a leak were to occur. More information is needed.
Other	Stormwater	The Source Water Assessment identified stormwater from Nedonna Wave Planned Unit Development as a potential source of pollution in its Site Information System. Stormwater runoff has the potential to transport pollutants to the groundwater.
Other	Chemical use	Herbicides used in residential yards, runoff from waste, etc. could impact groundwater quality.

## 2.8 Identifying and Addressing New Risks

The City will review the risks identified in the SWPP at least annually to determine whether to adjust implementation of strategies or seek new information on risks. DEQ reviews SWPPs approximately every 5 years for progress toward water source protection and renews approval of the SWPP. At this time, the City will consider whether any potential emerging risks to drinking water need to be assessed and whether any changes to management strategies are needed. Any updates to the SWA provided by DEQ will also be incorporated into future plan updates and implementation.

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## SECTION 3: Strategies to Address Risks

### 3.1 Introduction to Strategies

The SWPP Team evaluated the risks identified in Section 2 and created strategies to minimize or manage those risks. The development of these strategies utilized technical expertise and local insights from the SWPP Team members, successful drinking water protection methods from other water providers, and guidance from state agencies, like DEQ. The SWPP Team sought to identify synergies among the proposed strategies to streamline implementation and ensure comprehensive risk management. The strategies have been organized into several key categories:

- Critical Area Protection
- Data Collection and Monitoring Programs
- Watershed Restoration
- Sediment and Erosion Control
- Water Supply and Emergency Planning
- Communications and Public Engagement
- Water Conservation Measures

Exhibit 3-1 shows how each of the identified strategies addresses one or more identified risks to the drinking water source watershed. The remainder of Section 3 describes the strategies.

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Exhibit 3-1. Overview of Risks Addressed by Strategy

Risk Category	Specific Risks	Risk Level <sup>1</sup>	Critical Area Protection	Data Collection and Monitoring Programs	Watershed Restoration	Sediment and Erosion Control	Water Supply and Emergency Planning	Communications and Public Engagement	Water Conservation Measures
Natural Processes	Drought and low flows	High (5, 5)	●	●	●		●		●
	Climate change	High (5, 5)	●	●	●	●	●		●
	Highly erodible soils	High (4, 4)	●	●	●	●	●	●	
	Landslides	High (4, 3)	●	●	●	●	●	●	
	Earthquakes	High (3, 5)			●	●	●	●	
	Tsunamis	High (3, 5)			●	●	●	●	
	Severe storms	Medium (4, 3)		●	●	●	●		
	Wildfire	Medium (2, 3)		●	●	●	●	●	
	Volcanic ashfall	Low (1, 3)					●		
Forestry	Clearcut harvesting	High (5, 3-4)	●	●	●	●		●	
	Pesticides (including herbicides)	High (5, 4)	●	●	●			●	
	Riparian impacts	Medium (3, 3)	●	●	●			●	
	Access roads	Low (2, 2)		●		●		●	
	Borrow pits	Low (1, 1)		●				●	
Municipal	Vandalism	Medium (2, 4)					●		
Land Use	Unauthorized camping	Medium (3, 2)	●	●				●	
	Recreation	Medium (3, 2)	●	●				●	
Demands on Water Supply (outside of watershed)	Development	High (4, 4)					●		●
	Tourism	High (4, 4)					●		●

**Note**  
<sup>1</sup> Numbers in parentheses refer to the likelihood and consequence of each risk, respectively. These components of risk are presented on a scale of 1 to 5, with 5 being the highest.

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## 3.2 Critical Area Protection

Areas within the drinking water source watershed are classified as "critical areas" when a potential source of contamination or specific land use in those locations could significantly impact water quality or quantity. Strategies for protecting these critical areas aim to safeguard drinking water sources by limiting activities that might threaten water quality or quantity. These areas include places with highly erodible soils, steep slopes, riparian zones along Jetty Creek and its tributaries, regions susceptible to landslides, and zones with high runoff risk due to slow soil infiltration. The SWA (DEQ, 2016) identifies and maps many of these sensitive regions. ODF developed the Forest Practices Act Streams and Steep Slopes Viewer, an online tool that provides information about the presence of fish in stream segments and highlights where soil-disturbing activities on steep slopes could lead to increased sedimentation or debris flows. The online tool can be accessed at: <https://geo.maps.arcgis.com/apps/webappviewer/index.html?id=dde877f74cf84fdb53bd4b57204c2fe>. These and other tools will help prioritize critical areas for protection.

Critical area protection strategies focus on management of the Jetty Creek watershed for source water protection. Currently, the Jetty Creek watershed is owned by only two entities, making land ownership a significant factor when strategizing and planning which areas are feasible for acquisition. The City has been discussing land acquisition with both landowners. If the City were to acquire the watershed, it would gain management authority over drinking water source areas that are currently outside its jurisdiction. The City would then develop a Forest Stewardship Plan for any acquired lands, outlining specific activities needed to improve drinking water quality while incorporating financial and capacity planning. Planning could consider fire hazard mitigation strategies, including some used by the current landowners.

Strategies for lands that may continue to be held by other landowners focus on communication as a foundation for building partnerships to protect critical areas. Section 3.6 discusses different approaches to how the City and current landowners can work together to manage risks to the Jetty Creek watershed.

## 3.3 Data Collection and Monitoring Programs

Data collection and monitoring programs will be used to assess current watershed conditions and track water quality and quantity trends over time. The public has expressed an interest in being more informed about Jetty Creek watershed conditions and source protection efforts, so this strategy will incorporate public engagement. Members of the public also expressed concern that the SWA (DEQ, 2016) for Rockaway Beach was completed over 5 years ago, such that some risks may need to be reassessed. The City will utilize updated data to inform various other strategies, including watershed restoration and sediment and erosion control.

The City will identify, collect, and organize historical data on characteristics such as streamflow, water demand, water quality, and climate to identify gaps in information and assess the most significant concerns. Another component of these strategies involves education and learning regarding specific risks and regulations that impact management, such as the FPA rules and resources. Available streamflow data will be utilized to plan for climate change and understand the impacts of low flows and droughts on water supply.

The City conducts routine water quality testing at the WTP in compliance with all state and federal requirements. Turbidity readings are taken daily at the WTP. Future monitoring programs could involve collecting water quality, or other relevant data for source water protection as needed.

### 3.4 Watershed Restoration

Watershed restoration strategies can be used to address risks that impact water quality and quantity. Watershed restoration projects could include those that enhance water retention within the watershed, such as natural or built storage structures, or those that enhance water quality, such as planting riparian buffers and adding large woody debris to streams. Riparian planting has multiple benefits to water quality, including stabilizing banks, filtering contaminants, and providing shade that cools streams. Additional activities could include supporting beaver habitat and removing invasive plants. Specific watershed restoration goals and methods to measure restoration will be defined by the City and stakeholders.

### 3.5 Sediment and Erosion Control

Sediment and erosion control strategies have some overlap with watershed restoration projects, but they emphasize the need to address turbidity in Jetty Creek before it reaches the WTP. While erosion can occur anywhere in the watershed, activities under this strategy will be focused on preventing or reducing high turbidity in Jetty Creek by targeting areas most prone to contributing sediment, such as steep slopes and highly erodible soil types, as well as promoting healthy riparian buffers adjacent to Jetty Creek and its tributaries. Areas with highly erodible soils and high landslide potential will be identified and prioritized for projects. Built features within the watershed, such as culverts, trails, and borrow pits, will be assessed for erosion potential, and projects to improve these features will be identified. Drainage improvement projects, such as culvert upgrades and replacements or building natural retention areas, will be identified and implemented as needed. Bank stabilization projects, like riparian planting, will be identified and implemented in priority areas as well.

Roads in the watershed will be assessed for erosion impacts and project areas will be identified. For example, roads with heavy use, on steep slopes, or with maintenance issues may contribute more sediment to streams and be at risk of slides. Under the recently revised FPA rules, large forest landowners (which includes the landowners of the Jetty Creek watershed) will be required to complete a Forest Road Inventory and Assessment (FRIA) of their lands by 2029, with certain pre-inventory data on high conservation value sites submitted to ODF by 2025. Small forest landowners do not have to complete an inventory, but they are required to conduct Road Condition Assessments when they submit notifications of timber harvest operations.

Current landowners utilize sediment and erosion control strategies, like regularly inspecting road surfaces and infrastructure in Jetty Creek both during and after the harvest process to ensure they are operating effectively. During periods of heavy rainfall, culverts are checked to identify and clear any obstructions caused by landslides or increased stream flows. Additionally, log hauling and truck traffic are suspended during these high rainfall events. Cross drains and road surfaces are engineered to channel water away from stream systems, allowing it to be absorbed by the forest floor.

### 3.6 Water Supply and Emergency Planning

The City routinely updates plans, such as its WMP, WMCP, and Emergency Operations Plan (EOP). The City will continue to incorporate drinking water source risks and strategies into these plans through its emergency planning activities. Water supply planning will incorporate projected development, population, water usage, and water demand to assess water supply reliability. Water supply and emergency planning will address risks to drinking water supply, such as tourism and development, and will include planning for droughts and climate change. The next WMP update will include assessments of water infrastructure needs and recommend projects to reduce water loss in the water treatment and distribution system, increase water supply reliability, and protect water quality. Actions could include increasing water storage capacity inside and outside of the watershed. Disaster preparedness recommendations may be included in the WMP to help



the City prepare for protecting its water sources in an emergency. The Public Works Department implements and will continue to implement infrastructure projects.

### 3.7 Communications and Public Engagement

Communication is an important component of all strategies the City will implement to address risks to Jetty Creek. The City will continue to communicate with the current landowners to learn about forest management practices, landowners' plans to harvest, riparian zone management, FRIAs, and other activities within the watershed, such as recreation. This information can help the City identify critical areas for protection and implement source water protection measures, and if the City acquires the watershed, it could inform the City's own management plans. As an example of the benefits of communication for source water protection, the City has had productive communications with the landowners about pesticide/herbicide applications. One landowner has discussed the possibility of sharing the cost of manual clearing on roadsides with the City.

Rockaway Beach has strong community involvement in City issues and projects, especially around Jetty Creek. Public engagement will remain a part of each strategy the City implements, and the City will work to create appropriate forums for public involvement within the different drinking water protection processes.

As described in Section 1.1, the Jetty Creek Working Group was formed so that the City could collaborate with partners on some management strategies to reduce risks to drinking water. The City will continue to seek to work with the landowners on strategies to manage the watershed in different ownership scenarios, like on maintenance needs and forestry practices. The City will also encourage landowners to consider the impacts of forestry activities on water sources.

### 3.8 Water Conservation Measures

Actions to decrease demands on water supplies and use water more efficiently help protect source water quantity, which can also benefit water quality. Water conservation strategies will be used to reduce stress on water supply from Jetty Creek, particularly during the summer season when demands peak and streamflows are at their lowest. Water conservation efforts will address risks including climate change, droughts and low flows, tourism, and development.

The City implements many measures that conserve water and increase water use efficiency. The City has an active leak detection program and is replacing the mainlines throughout its service area. Additional conservation measures that the City could implement include encouraging the public to conserve water through outreach and education (e.g., distributing outreach materials, posting social media messages, and hosting booths at events) and providing free water conservation items (e.g., water-efficient showerheads and faucet aerators or leak detection tablets). The City will identify partnerships to help implement conservation measures. In addition to outreach to residents, the City will target outreach towards tourists and rental managers.

Water conservation measures may also include imposing limits on inefficient water uses through conservation ordinances or incentives. The City will investigate implementing conservation ordinances to address risks to water supply, including new development, tourism, population growth, and climate change. Potential conservation ordinances could, for example, require developers to use water-efficient fixtures and could limit unnecessary uses of water for new builds.

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## SECTION 4: Implementation Plan

### 4.1 Introduction to Implementation Plan

This implementation plan describes activities that the City plans to implement as part of each strategy outlined in Section 3 to address risks identified in the Jetty Creek watershed. The implementation plan focuses on actions within the 20-year time frame of this SWPP. Actions may be initiated in the short term or longer term and may involve one step or many steps over time.

The implementation plan is divided into three phases based on the readiness of the measure to be implemented, the implementation steps involved, the anticipated efforts to secure funding, and the priority levels of the risks. Phase 1 includes activities that can be implemented immediately, such as planning and data collection tasks, establishing communications and partnerships, and strategies addressing high-priority risks. Phase 2 includes actions that may need further preparation, such as strengthening partnerships and obtaining funding. Lastly, Phase 3 includes activities that require more extensive planning or funding and address lower-priority risks, with implementation expected to occur at a later stage. Exhibit 4-1 presents an overview of the implementation plan, and the following sections provide detailed descriptions of each activity.

The ability to implement the plan will depend on the availability of funding. A non-exhaustive list of potential funding sources relevant to the proposed activities is included at the end of the implementation plan.

The SWPP Team guided the development of this implementation plan, and the City intends to continue collaborating with the SWPP Team and forming partnerships during implementation. The SWPP Team will meet annually to assess the progress of the implementation plan and to consider implementation activities for the next year. In the year following approval of this SWPP by OHA and DEQ, the City will focus on:

- Identifying any new or unanticipated potential sources of contamination or related issues;
- Outlining the plan for implementing management actions over the next year, which includes identifying responsible parties (such as lead and supporting partners), monitoring the progress of these activities, and establishing a timeline for meeting the annual goals and objectives;
- Developing a strategy for grant applications and other funding sources to accomplish desired future tasks.

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Exhibit 4-1. Implementation Plan Overview

Strategy Category	Phase 1 Activities	Phase 2 Activities	Phase 3 Activities	Potential Partners
Critical Area Protection	<ul style="list-style-type: none"><li>Continue identifying critical areas for protection and negotiating/communicating with landowners</li><li>Continue planning for potential acquisitions or easements (e.g., appraisals, due diligence, mapping)</li><li>Identify funding sources for acquisitions or easements (suggestions can be included in this plan) and apply for funding</li><li>Continue to connect with land trusts or other organizations for support</li><li>Research other communities’ strategies and best management practices for managing source water areas</li><li>Develop a broad Forest Stewardship Plan for critical areas<ul style="list-style-type: none"><li>City has been awarded funding for developing a Forest Stewardship Plan that could be utilized for any land acquired in the Jetty Creek Watershed</li></ul></li><li>Explore developing additional MOUs or other agreements with landowners for management practices that help protect critical areas</li><li>Conduct community engagement efforts</li></ul>	<ul style="list-style-type: none"><li>Complete a land acquisition or easement with willing landowners</li><li>Refine and implement an active Forest Stewardship Plan aligned with any acquired lands that addresses various risks to source water and tracks source water protection activities. Work with partners to implement Forest Stewardship Plan.</li><li>Continue conducting community engagement efforts</li><li>Conduct additional planning efforts as needed, such as road maintenance or infrastructure plans (including Forest Road Inventory and Assessments [FRIAs])</li></ul>	<ul style="list-style-type: none"><li>Continue implementing activities identified in the Forest Stewardship Plan</li><li>Track management successes and needs and monitor forest conditions</li><li>Develop a land use plan for Jetty Creek watershed that addresses unauthorized camping and recreation (e.g., consider requiring permits to access land) among other land uses</li><li>Explore forming a public and private recreation management partnership in the watershed</li></ul>	<ul style="list-style-type: none"><li>Public Works Department</li><li>Landowners</li><li><b>Land trusts:</b> North Coast Land Conservancy, Lower Nehalem Community Trust</li><li><b>Conservation Organizations:</b> Sustainable Northwest</li><li>Foresters (City could contract with foresters for FRIA and maintenance)</li></ul>
Data Collection and Monitoring Programs	<ul style="list-style-type: none"><li>Inventory existing data and ongoing monitoring efforts and identify priority data needs.<ul style="list-style-type: none"><li>Collect current/historical data (e.g., maps, watershed characteristics, water quality, streamflow, fire risk)</li><li>Inventory the type, timing, and other details about current water quantity (i.e., streamflow) and quality monitoring efforts</li><li>Use the inventory to identify water quality and water quantity data monitoring needs, such as changes to current monitoring approaches and new monitoring efforts</li><li>Develop monitoring approaches (e.g., plans) and data management approaches</li></ul></li><li>Conduct detailed risk analyses of areas with particular concerns (e.g., erosion/landslide potential) as needed</li><li>Investigate funding sources for potential monitoring programs</li><li>Partner with organizations for technical assistance and resources</li></ul>	<ul style="list-style-type: none"><li>Continue existing monitoring efforts identified as needed during the monitoring inventory, such as recording turbidity at the Jetty Creek treatment plant</li><li>Apply for funding for potential monitoring programs</li><li>Implement new and/or expanded monitoring programs as resources allow</li><li>Conduct outreach and community engagement efforts</li><li>Evaluate City’s other surface water rights (not on Jetty Creek) for reliability and potential use as backup sources or other water rights strategies</li></ul>	<ul style="list-style-type: none"><li>Continue implementing and tracking monitoring programs</li><li>Conduct public outreach to educate the community about monitoring programs and data findings/trends</li></ul>	<ul style="list-style-type: none"><li>Public Works Department</li><li>Landowners</li><li><b>State agencies:</b> Oregon Department of Forestry (ODF) (resources for forest watershed stewardship: databases, funding, technical assistance, Forest Practices Act (FPA), Forest Practices Monitoring Program), DEQ, Oregon Health Authority (OHA), Oregon Water Resources Department (OWRD), Oregon Department of Fish and Wildlife (ODFW)</li><li><b>Watershed councils:</b> Nehalem Bay Watershed Council (WC) (formerly Lower Nehalem WC), Tillamook Bay WC</li><li>Tillamook Estuaries Partnership (TEP)</li></ul>

Strategy Category	Phase 1 Activities	Phase 2 Activities	Phase 3 Activities	Potential Partners
Watershed Restoration	<ul style="list-style-type: none"><li>Identify high-priority areas for potential watershed restoration projects (e.g., riparian planting, invasive species removal, large woody debris installation)</li><li>Coordinate with landowners and organizations, like watershed councils, about identifying projects</li><li>Explore partnerships for restoration projects</li></ul>	<ul style="list-style-type: none"><li>Continue working with partners to plan and implement restoration projects</li><li>Pursue funding for potential projects and implement projects in high-priority areas as funding allows</li></ul>	<ul style="list-style-type: none"><li>Track success of project implementation</li><li>Continue tracking needs for restoration work and coordinating with landowners and organizations</li></ul>	<ul style="list-style-type: none"><li>Public Works Department</li><li>Landowners</li><li>Tillamook County Soil and Water Conservation District (SWCD)</li><li><b>Watershed councils:</b> Nehalem Bay WC (resource: Nehalem Strategic Action Plan for Coho Recovery document), Tillamook Bay WC</li><li>Oregon State University (OSU) Extension</li><li>ODFW</li><li>TEP</li></ul>
Sediment and Erosion Control	<ul style="list-style-type: none"><li>Identify high-priority areas for potential projects (e.g., steep slopes, highly erodible soils) using Geographic Information Systems (GIS) and ground observations</li><li>Conduct studies as needed on erosion/landslide potential and impacts of activities in the watershed</li><li>Pursue projects for high-priority areas (e.g., road sediment reduction, erosion control, and culvert replacement projects)</li><li>Communicate with landowners about projects for high-priority areas and about their FRIA</li><li>Identify technical assistance programs that could benefit landowners (including if City is a landowner)</li><li>Identify ODF stream classifications</li><li>Identify erosion impacts from different types of recreation</li></ul>	<ul style="list-style-type: none"><li>Pursue funding for high-priority road sediment reduction, erosion control, and culvert replacement projects, and begin implementation once funding is secured</li><li>If land is acquired, create or build on existing road maintenance plans &amp; inventories</li><li>Coordinate with neighboring landowners</li></ul>	<ul style="list-style-type: none"><li>Continue to implement road sediment reduction, erosion control, and culvert replacement projects</li><li>Continue to assess needs for sediment and erosion control projects and track progress made on implemented projects</li><li>Maintain road maintenance and assessments and inventories, either by communicating with landowners or updating City's plans if land is acquired</li></ul>	<ul style="list-style-type: none"><li>Public Works Department</li><li>Landowners</li><li>Tillamook County Soil and Water Conservation District</li><li><b>Watershed councils:</b> Nehalem Bay WC, Tillamook Bay WC</li><li>OSU Extension</li><li>ODF (funding for erosion control projects, etc.)</li><li>Potential contracted foresters</li></ul>

Strategy Category	Phase 1 Activities	Phase 2 Activities	Phase 3 Activities	Potential Partners
Water Supply and Emergency Planning	<ul style="list-style-type: none"><li>Water supply planning:</li><li>Update Water Master Plan (WMP) and Water Management and Conservation Plans (WMCPs)</li><li>Assess future water needs, accounting for tourism and climate change</li><li>Continue pursuing opportunities to expand storage capacity in water system (City has applied for funding to expand storage capacity)</li><li>Explore alternative water sources</li><li>Identify other infrastructure needs that can address water supply concerns</li><li>Emergency planning:</li><li>Review existing plans and identify emergency planning needs (e.g., develop or update plans and protocols for natural hazards, such as for providing water supply)</li><li>Incorporate source water protection strategies and information, such as maps, in existing emergency plans for the City and for local agencies and authorities</li><li>Consider the impacts of climate change in emergency planning</li><li>Identify partners for technical assistance and joint planning</li></ul>	<ul style="list-style-type: none"><li>Implement infrastructure projects identified in WMP and measures to improve water supply reliability in and outside of the watershed such as expanding storage capacity</li><li>Evaluate road infrastructure and develop a transportation plan that maintains access roads for firefighting and emergency access</li><li>Assess infrastructure and watershed access to identify any vandalism vulnerabilities to address</li></ul>	<ul style="list-style-type: none"><li>Continue updating water supply and emergency plans</li><li>Following an emergency event in the watershed, communicate with landowners and organizations about resources and restoration project</li></ul>	<ul style="list-style-type: none"><li>Public Works Department</li><li>City and/or County departments (e.g., Planning Department and Fire Department)</li><li>State agencies: DEQ (Drinking Water Protection Program), OHA (emergency planning (e.g., workshops &amp; resources), OWRD</li><li>Landowners</li><li>Tillamook County SWCD</li><li>Watershed councils: Nehalem Bay WC, Tillamook Bay WC</li><li>Sustainable Northwest</li></ul>
Communications and Public Engagement	<ul style="list-style-type: none"><li>Continue communications with landowners about source water protection, maintaining or pursuing MOUs, land acquisition, and best management practices, and continue participating in the Jetty Creek Working Group</li><li>Gather information from landowners about management activities in watershed, including FRIAs</li><li>Annually enroll in Forest Activity Electronic Reporting and Notification System (FERNs) pesticide notifications</li><li>Communicate source water protection efforts to the community and relevant organizations</li></ul>	<ul style="list-style-type: none"><li>Continue communicating source water protection efforts to the community and relevant organizations</li><li>Conduct outreach about best recreation practices in the watershed</li><li>Communicate with wildfire response planners and managers about source water protection</li><li>Maintain FERNs enrollment</li></ul>	<ul style="list-style-type: none"><li>Continue communication efforts with partners and the public</li><li>Maintain FERNs enrollment</li></ul>	<ul style="list-style-type: none"><li>Public Works Department</li><li>Landowners</li><li>Fire managers</li><li>Sustainable Northwest</li><li>North Coast Land Conservancy</li></ul>

Strategy Category	Phase 1 Activities	Phase 2 Activities	Phase 3 Activities	Potential Partners
Water Conservation Measures	<ul style="list-style-type: none"><li>Continue conducting water conservation measures and water loss reduction initiatives (incorporated into WMP and WMCP)</li><li>Develop and distribute water conservation outreach messaging for residents, tourists, and businesses</li><li>Identify additional conservation measures the City could implement and a schedule for implementation</li><li>Explore funding for water conservation measures</li><li>Identify potential partnerships or resources that could support City in water conservation measures</li></ul>	<ul style="list-style-type: none"><li>Implement additional water conservation measures identified in Phase 1</li><li>Continue identifying and developing conservation partnerships</li><li>Identify and implement ordinances to limit development or require water efficiency measures for new development</li></ul>	<ul style="list-style-type: none"><li>Continue implementing infrastructure projects outlined in WMP</li><li>Continue to implement water conservation measures, including outreach to water users</li><li>Continue identifying and developing conservation partnerships</li><li>Assess progress of implemented measures at the 5-year check in mark from the WMCP submittal</li></ul>	<ul style="list-style-type: none"><li>Public Works Department</li><li>City Planning Department</li></ul>



## 4.2 Phase 1 – Immediate Activities and Information Gathering

### 4.2.1 Critical Area Protection

Assessing and prioritizing critical areas in the source watershed is a necessary precursor to any protection actions. The City has been exploring options for acquisitions that would protect Jetty Creek as a water source with both landowners in the watershed, and one has expressed a willingness to sell to date. During Phase 1, the City will gather and utilize data, such as Geographic Information Systems (GIS) analyses, as needed to identify critical areas for protection and to help inform its land acquisition efforts. The City will continue communicating with landowners and planning with partners regarding potential acquisitions or easements. Activities during this phase related to land acquisition will likely include due diligence evaluations, appraisals, mapping, and pursuing funding for acquisitions, some of which have started.

The City will continue to work with partners to identify funding and will apply for funding if an agreement is reached to carry out an acquisition. Utilizing funding awarded by OHA to the City in 2024, the City will also create a broad Forest Stewardship Plan to support the forest management on any land acquired in the future, which will outline a planned management vision and strategies for the area it anticipates acquiring. The City will research best practices for managing drinking water source watersheds and may reach out to other communities who have acquired their source watersheds for information and resources.

The City will also communicate with current landowners about management practices that can protect water quality in critical areas identified on their lands. The City may explore adding to the existing MOU or creating new MOUs with landowners about management practices that protect critical areas, as a backup plan for acquisitions or easements. In addition, the City will conduct community outreach about its critical area protection efforts.

### 4.2.2 Data Collection and Monitoring Programs

During Phase 1, the City will identify existing monitoring efforts and data sources and create an inventory of historical and/or current data for Jetty Creek, such as streamflow and various water quality parameters. For example, the City currently takes daily turbidity measurements at the Jetty Creek treatment plant and will continue taking and recording turbidity measurements. An inventory containing the type, availability, time range, and other descriptors of existing data will help the City identify data gaps. The City can then investigate what data it can obtain from other entities or where the City's existing monitoring activities could be enhanced. The City will then develop monitoring and data management approaches as needed.

The City will seek assistance from state agencies for a re-assessment of watershed conditions and risks to the water source as needed, such as more detailed maps of high-density contaminant sources, or more detailed landslides and soil data. Upon the City's request, the DEQ provided an updated soil erosion map for this SWPP and DEQ could potentially assist with updating data and maps in the future. ODF publishes landslide hazard location data. Certain parts of the watershed could be evaluated more closely, such as areas with particular erosion concerns or a borrow pit, and a detailed analysis of risks could be done if needed. The City may need to seek advice from experts and connect with partners for technical assistance for these more detailed evaluations. The City will also investigate funding sources for potential monitoring programs. Other priority data needs will become apparent from the inventory the City will create during Phase 1 and as the City moves forward with land acquisition efforts.

### 4.2.3 Watershed Restoration

During Phase 1, the City will work to identify high-priority areas to implement watershed restoration projects in coordination with landowners and organizations, such as Oregon Department of Fish and Wildlife (ODFW)

and local watershed councils. Criteria for identifying these areas may consist of the presence of invasive plant species, sensitive or listed aquatic species, proximity to streams, the degree of human land-use impacts, erosion rates, and indications of contaminants based on available water quality data. Projects that benefit water quality could include invasive species removal and planting native species on riparian buffers. Projects that benefit water quantity could include encouraging beaver activity and building natural storage in the watershed. Water quantity projects can reduce evaporation around streams and expand water retention in the watershed. ODFW is currently planning large woody debris installation and fish passage barrier removal projects in the watershed that will be implemented in the next 5 years. The City will explore partnering with landowners and organizations to implement other identified projects.

#### 4.2.4 Sediment and Erosion Control

Similar methods will be used to identify high-priority areas for both watershed restoration and sediment and erosion control projects. GIS assessments, testing results, expertise, stakeholder input, and ground-truthing (confirming data is accurate with field observations) will inform project site identification. Roads will be assessed based on their proximity to streams, steepness, known condition, and sediment issues. The City will communicate with landowners about road conditions and potential concerns identified in their FRIAs. Stream crossings will also be assessed to determine any maintenance or upgrading needs and whether ODFW needs to review fish passage requirements. The City will explore contracting studies in the Jetty Creek watershed to analyze soil erosion and landslide potential and to understand the impacts of activities in the watershed on these risks. Depending on the level of detail needed to be studied, this process may overlap into Phase 2. The City will connect with partners experienced in sediment and erosion control to pursue projects and resources, such as technical assistance programs. The City will also learn more about ODF stream classifications and expected management practices associated with those classifications.

During Phase 1, the City will assess the erosion impacts from various recreational activities in the watershed, which will likely be determined by site observations. This information will be used to identify sites for sediment and erosion control projects and will influence how recreation in the watershed is managed.

#### 4.2.5 Water Supply and Emergency Planning

During Phase 1 of water supply planning strategies, the City will update its WMP and WMCP. Updating water supply plans will incorporate assessing future water needs for the community, considering the impacts of climate change and projected increased tourism and development on water supply. If funding for updating plans is needed, the City will pursue and secure funding sources during Phase 1. The City has applied for funding to expand water storage capacity in its system to provide more operational flexibility during peak periods of water demand or during emergencies. The City will continue exploring projects that can improve water supply infrastructure, such as constructing additional tanks or implementing water retention projects in the watershed, as described under watershed restoration strategies in Sections 3.4, 4.2.3, 4.3.3, and 4.4.3. The City will also explore alternative water sources.

During Phase 1 of emergency planning strategies, the City will review its existing emergency plans and identify needs for updating plans or protocols. The City will address hazards that put water sources at risk and incorporate source water protection strategies into updates of its emergency plans. Maps of the drinking water source area will be developed for emergency plans to show jurisdictions, access roads, and water infrastructure to be protected during an emergency. The City will also coordinate with local agencies and authorities about incorporating source water protection into their existing emergency management and response plans. This may include Wheeler/Manzanita, Tillamook County, the U.S. Forest Service (USFS), Bureau of Land Management (BLM), Oregon Department of Transportation, and any others that the City may identify. The City will identify partners, such as emergency response planners and conservation groups, for technical assistance and joint planning as needed.

OHA has a webpage dedicated to emergency preparedness: <https://www.oregon.gov/oha/PH/HEALTHYENVIRONMENTS/DRINKINGWATER/PREPAREDNESS/Pages/emergency.aspx>. The webpage includes a document called “Local Water Supply Emergency Planning Guidance for Emergency Managers” that provides a list of resources for community water system operators (see Appendix C).

#### 4.2.6 Communications and Public Engagement

The City will strengthen communications with landowners, partners, and agencies in Phase 1. The City will continue participating in the Jetty Creek Working Group, which provides a forum for communications with landowners. Topics of discussion will include land acquisition, existing MOUs and exploring additional MOUs, best management practices, and source water protection projects. The City will request information from landowners about their management and observations of the watershed to inform determinations of high-priority areas for restoration or erosion control projects. The City will also request information from landowners about roads in the watershed, areas where forestry harvesting or chemical applications have occurred in recent years, areas of particular concern for erosion or landslides, and information about any active or inactive gravel quarries in or near the watershed. If landowners are required to complete FRIAs, the City will request copies of those assessments. Collaboration between the City and landowners is key to improving source water protection.

During Phase 1, the City will ensure it is enrolled in Forest Activity Electronic Reporting and Notification System (FERNS) pesticide notifications and will plan to re-enroll annually. These notifications will help the City adjust management of its Jetty Creek water supply, like shutting off the WTP temporarily to mitigate potential water quality impacts of particular chemical applications in the watershed.

The City will continue its public engagement program to inform the public about Jetty Creek source water protection efforts, such as through public meetings or social media and outreach campaigns. Outreach topics could include activities in the watershed, plans, agreements with landowners, and updates on land acquisition efforts. The City will also communicate with relevant organizations to share updates about source water protection projects.

#### 4.2.7 Water Conservation Measures

During Phase 1, the City will continue water conservation activities already being implemented, including water loss reduction initiatives such as leak detection and water line replacement activities. These initiatives are ongoing, and planned infrastructure projects will be detailed in the WMP updates. The City’s WMCP requires it to implement water conservation measures, such as conducting annual water audits to identify water loss in the transmission and distribution system and conducting public water conservation outreach and education. The City will develop and distribute water conservation messages for residents, tourists, and businesses in an effort to reduce water demand. The City will identify additional measures to expand its water conservation program, such as providing free water conservation kits to customers that would include water-efficient devices like showerheads, faucet aerators, and toilet leak detection tablets, and develop a schedule for implementation. Funding may be needed to implement measures. Potential partnerships will be explored with any identified conservation organizations or other regional water providers who are interested in pooling resources and aligning water conservation messaging.

### 4.3 Phase 2 – Develop Partnerships and Continue Implementation

#### 4.3.1 Critical Area Protection

Phase 2 will focus on completing a land acquisition or conservation easement with the willing landowner. Once land is acquired, the City will refine the Forest Stewardship Plan it developed during Phase 1 to align

with newly acquired lands, which will prepare the City for managing these lands for source water protection. The Forest Stewardship Plan will detail risks to water sources in specific critical areas and describe the vision and strategies for managing the forest and tracking source water protection activities. For example, the Forest Stewardship Plan may include an inventory and characteristics of natural resources in the watershed on the acquired lands, such as trees and understory vegetation. Baseline data can be gathered and used to determine desired future watershed conditions and track the results of source water protection management strategies. The City will work with partners, such as conservation organizations, to refine and implement a Forest Stewardship Plan.

Other planning efforts will likely be involved during Phase 2, including FRIAs and planning to transition maintenance of roads and any other infrastructure that will require active management. The City may choose to contract with foresters to develop FRIAs.

The City will continue conducting outreach to the community about the status of acquisition efforts, as well as source water protection projects that are implemented in acquired lands.

#### 4.3.2 Data Collection and Monitoring Programs

During Phase 2, the City will continue its existing monitoring activities and data collection as identified in the monitoring inventory during Phase 1. For example, the City will continue taking turbidity measurements after storm events, particularly for the first storm of the season. The City will seek opportunities to improve upon its current program by implementing a regular schedule and tracking system for data collection. The City will further develop planned monitoring approaches and apply for funding to support new or expanded monitoring programs during Phase 2.

The City will conduct outreach and community engagement efforts to inform the community about the data collected, its intended use, and updates about monitoring programs, including grants, project designs, and project implementation.

The City will evaluate its other surface water rights, aside from Jetty Creek, for reliability and potential use as backup water supply sources. Water rights strategies will also be explored.

#### 4.3.3 Watershed Restoration

During Phase 2, the City will continue to coordinate with landowners and partners to plan for and implement restoration projects. The City will pursue funding for identified watershed restoration projects in alignment with a Forest Stewardship Plan developed for any acquired lands. Depending on funding requirements and capacities, certain projects may involve additional planning steps, such as designing a methodology to track project activities, which would be done in Phase 2.

#### 4.3.4 Sediment and Erosion Control

During Phase 2, the City will continue planning projects in high-priority areas and will pursue funding for potential road sediment reduction, erosion control, and/or culvert replacement projects identified in Phase 1. Early implementation of projects will also be part of Phase 2 once funding is secured.

The City plans to engage with forest landowners during this phase to explore available resources regarding sediment reduction practices and to collaborate on initiatives aimed at reducing sediment from roads. Discussions with landowners will cover the possibility of conducting road inventories and assessments on public lands to pinpoint further project requirements in key priority zones. If the City acquires land in the watershed, it will develop road inventories and maintenance plans or request plans from previous landowners and build upon those plans if they are available.

The City and potentially current landowners will identify and coordinate with neighboring landowners (outside of the source water area boundaries) about needs and areas of concern and potentially collaborate on sediment and erosion control projects.

#### 4.3.5 Water Supply and Emergency Planning

During Phase 2, the City will implement projects to address risks to water supply identified during Phase 1 in the updated WMP and the WMCP. Projects to expand storage capacity in the water system will be implemented, including infrastructure or natural storage projects within and outside of the watershed. For example, Phase 2 may be the construction stage of projects included in the Capital Improvement Plan section of the WMP.

Road infrastructure will be assessed for accessibility by firefighters and other vehicles in the event of an emergency during Phase 2, and the City and/or landowners may plan maintenance of roads for emergency access as needed. Infrastructure and access points within the watershed will also be evaluated during Phase 2 to identify any areas that the City and/or landowners determine may be vulnerable to vandalism and attacks. These areas will be noted, and strategies to reduce vulnerabilities may be incorporated into future management plans.

#### 4.3.6 Communications and Public Engagement

Phase 2 is focused on maintaining community engagement and outreach efforts and further developing partnerships. The City will continue conducting outreach to inform the public and partner organizations about source water protection efforts. Outreach and engagement methods could include social media and other digital platforms, distributing informational paper materials, public meetings, and events. The City will focus other outreach efforts on recreation in the watershed during Phase 2, educating the public about the potential impacts of different types of recreation and best practices to maintain a clean watershed (e.g., following only designated trails, not leaving litter or waste). Messaging about recreational practices could be communicated at meetings or with informational signs or postings at trailheads, for example.

The City will communicate with wildfire response planners and managers to convey that the Jetty Creek watershed is the City's primary water source and to describe the City's source water protection efforts. These communications are intended to result in more informed wildfire management decisions in the Jetty Creek watershed.

The City will maintain its enrollment in FERNs through Phase 2 if applicable.

#### 4.3.7 Water Conservation Measures

During Phase 2, the City will continue its conservation program and will implement additional measures it identifies during Phase 1 as funding and resources allow. The City will devote additional effort during Phase 2 towards pursuing and establishing conservation partnerships that could be leveraged to share resources and accomplish outreach goals. In addition, the City will research and evaluate the possibility of implementing water conservation ordinances to decrease water use and minimize water waste. These ordinances may focus on indoor water usage, potentially mandating water-efficient plumbing fixtures in new constructions, or outdoor water usage, such as promoting or requiring the planting of drought-resistant, low-water-use plant species. The City will identify any potential ordinances that seem beneficial to adopt.



## 4.4 Phase 3 – Long-Term Implementation

### 4.4.1 Critical Area Protection

If the City completes a land acquisition or conservation easement with a willing private landowner in Phase 2, Phase 3 will focus on implementing recommended management activities from the Forest Stewardship Plan completed in Phase 2. Management activities focused on source water protection will be tracked, and forest conditions will be monitored to compare to baseline conditions established in Phase 2. For any land not acquired, the City will continue working with landowners to enhance critical area protection.

Management activities in Phase 3 will also include building upon existing plans and possibly developing a specific land use plan for the Jetty Creek watershed that addresses unauthorized camping and recreation, as well as other land uses, as needed. During Phase 3, the City may also explore forming a public and private recreation partnership, where an organization could manage recreation areas in the watershed, for example, through administering passes or entry.

### 4.4.2 Data Collection and Monitoring Programs

Water quality monitoring identified in earlier phases will continue during Phase 3 and beyond. Any data needs or new data that is obtained related to source water risks will be tracked, especially in preparation of the 5-year update to the SWPP. The City will continue conducting public outreach and engaging the community in education about its monitoring efforts and data findings or trends, at least as part of the SWPP 5-year update process.

### 4.4.3 Watershed Restoration

During Phase 3, the City and its partners will track activities completed, successes (i.e., accomplishments) of implemented projects, and needs for additional or long-term watershed restoration work. For example, the number of invasive species or the amount of riparian buffer cover gained since before implementation could be tracked. The City will continue collaborating with partners to stay coordinated on source water protection efforts, to share resources, and to meet grant requirements, as applicable.

### 4.4.4 Sediment and Erosion Control

The City will continue supporting implementation of sediment reduction, erosion control, culvert replacement, and ecosystem restoration and enhancement projects that may offer a range of benefits, as well as tracking progress on those activities. As conditions in the watershed change due to management changes, road construction, and severe storms or other natural events, the City will continue to assess the need for new sediment reduction projects. The City will coordinate with landowners in the watershed to understand the latest road maintenance activities and assessments of road conditions and to develop collaborations for new projects. For any land the City acquires, it will maintain road inventories and maintenance plans and continue implementing plans.

### 4.4.5 Water Supply and Emergency Planning

Long-term activities will include continuing to update water supply and emergency plans to consider source water risks as needed. When agencies arrange to update their emergency response plans, the City will participate in the update process in an effort to incorporate source water protection in those plans and take part in any related community engagement activities. For instance, the City might ask for the inclusion of maps showing its source area and contact details for its WTP in case of emergencies that could impact its water supply.

Following any emergency events affecting the Jetty Creek watershed, the City will communicate with landowners (if applicable) and restoration experts, such as nearby watershed councils and Tillamook County Soil and Water Conservation District, to assess the need for watershed restoration projects and then pursue needed projects. To address erosion and sedimentation impacts of disasters, like wildfires or landslides, projects in affected areas would be prioritized to reduce consequences to water sources.

#### 4.4.6 Communications and Public Engagement

The City will maintain its communication with partners and public engagement efforts, particularly as it pertains to the management of acquired land in the source water area and facilitating the 5-year update to the SWPP. The City may establish a committee focused on forest stewardship that will hold public meetings, which could be initiated when revisiting the SWPP for the 5-year update and could be continued if there is interest. The City will maintain its enrollment in FERNs as long as it is necessary if any land remains owned and operated for forestry.

#### 4.4.7 Water Conservation Measures

As funding allows, the City will continue implementing leak detection and infrastructure projects outlined in its WMP. The City will assess the need for any additional water conservation outreach programming and will work with any partners identified in Phase 2 on potential new focus areas. For any water conservation ordinances identified during Phase 2, staff will recommend their adoption to the City Council. They will also engage in outreach efforts to inform customers and developers about the new regulations and their advantages for water conservation.

At the 5-year check-in mark from the submittal of a WMCP, the City will evaluate its progress in implementing conservation benchmarks. The City will continue to implement conservation measures long-term, including conducting outreach to water users.

### 4.5 Potential Funding Sources

The following is a list of potential funding sources for supporting implementation of the SWPP. The City's SWA (DEQ, 2016) also contains a list of funding sources, as does DEQ's webpage on funding for water systems: <https://www.oregon.gov/deq/wq/dwp/Pages/DWP-Funding.aspx>. The funding opportunities below are well-aligned with the City's priorities for SWPP implementation.

#### Drinking Water Source Protection Fund, OHA

- Provides grants of up to \$50,000; grants can be received in 2 consecutive years, then there must be at least 1 year before another grant is awarded.
- Provides loans up to \$100,000 per project.
- Funding must be used within 2 years.
- Emergency grants are available to address threats to drinking water supplies outside of the standard Letter of Interest submission timeline.
- Letters of Interest due from January through March.
- **Example Projects:** land acquisition, incentive-based protection measures, community outreach, riparian restoration, waste collection, and watershed planning.
- <http://www.oregon.gov/oha/ph/healthyenvironments/drinkingwater/srf/pages/spf.aspx>

### Drinking Water Provider Partnership Grants, Geos Institute

- Provides grants up to \$50,000.
- Project must be in a drinking water source area with a federal nexus (e.g., USFS and BLM).
- Funding must be used within 18 months.
- Proposals due in early January.
- Supports projects that restore and protect watersheds that provide drinking water while also benefiting aquatic and riparian ecosystems, including the native fish that inhabit them.
- **Example Projects:** develop native riparian reserves, road sediment analysis and road redesign, riparian planting, weed control, floodplain reconnection.
- <https://geosinstitute.org/initiatives/SPP/>

### Clean Water State Revolving Fund, DEQ and EPA

- Provides below-market rate loans for planning, design, and construction projects that protect public health, restore natural areas, and promote economic development.
- Applications reviewed three times a year.
- **Example Projects:** establishing monitoring programs and outreach programs, watershed restoration, loans for septic system upgrades/replacements, land purchase and conservation easements, and nonpoint source control activities.
- <https://www.oregon.gov/deq/wq/cwsrf/pages/default.aspx>

### Oregon 319 Nonpoint Source Implementation Grants, Oregon DEQ

- Provides grants up to \$50,000 and requires a 40 percent non-federal match (i.e., 40 percent of the total project cost must be covered by non-federal funds and/or in-kind services).
- Application period typically in spring.
- Supported activities include technical assistance, financial assistance, education, training, technology transfer, demonstration projects, and monitoring.
- Projects that involve collaborative stakeholder partnerships are encouraged.
- Projects that protect or replace failing infrastructure on USFS or BLM roads or lands are not eligible.
- <https://www.oregon.gov/deq/wq/programs/pages/nonpoint-319-grants.aspx>

### Oregon Watershed Enhancement Board Grants

- **Monitoring Grants:** eligible monitoring projects include status and trend, project effectiveness, landscape effectiveness, and Rapid Bio-Assessment; apply in the fall.
- **Restoration:** Priorities include altered watershed function affecting water quality, water flow, and fish production capacity; apply in the spring or fall.
- **Stakeholder Engagement:** Eligible projects increase awareness and understanding in watersheds to support implementation of specific restoration, monitoring, and conservation activities; apply in spring or fall.
- **Technical Assistance:** apply in spring or fall.
- **Land Acquisition Grants:** Eligible projects involve purchase of interests in land from willing sellers for maintenance and restoration of watersheds and fish and wildlife habitat; apply in fall.



- **Water Acquisition Grants:** Eligible projects involve purchase of an interest in water from a willing seller to increase in streamflow for habitat and species conservation benefits and to improve water quality; apply in fall.
- **Drinking Water Source Protection Grant Program:** The program was established in June 2023. Grants are given to public water suppliers for acquisitions, covenants, easements, or similar agreements for lands within the supplier's drinking water source area for which an acquisition will benefit the drinking water source; apply in winter; \$5,000,000 available within the program, \$3,000,000 cap for individual grant requests.
- **Small Grants:** Provides up to \$15,000 for less complex, on-the-ground restoration projects.
- <https://www.oregon.gov/oeb/grants/Pages/grant-programs.aspx>

#### Feasibility Study Grants and Water Project Grants and Loans, OWRD

- Water Project Grants and Loans
  - Applications are due in April.
  - Supports projects that address instream and out-of-stream water supply needs now and into the future.
- Feasibility Study Grants
  - Reimburse up to 50 percent of the costs of studies to evaluate the feasibility of developing water conservation, reuse, and storage projects.
  - Applications are due in fall.
- <https://www.oregon.gov/owrd/programs/FundingOpportunities/Pages/default.aspx>

#### Private Forest Accord Grant Program, ODF

- Supports projects that benefit fish and aquatic wildlife species and habitats anticipated to be covered by the pending ODF Habitat Conservation Plan.
- Examples of supported project types include (but are not limited to) fish passage, riparian restoration, conservation easements or land acquisition, and invasive species removal.
- Applications are typically due in the fall, Administered by ODFW.
- Most projects typically request at least \$50,000 (no minimum or maximum set).
- [https://www.dfw.state.or.us/habitat/PFA/grant\\_program.html#GrantProgram](https://www.dfw.state.or.us/habitat/PFA/grant_program.html#GrantProgram)

#### Various Federal Financial Assistance Programs, U.S. Department of Agriculture Natural Resources Conservation Service

- **Environmental Quality Incentives Program (EQIP):** Financial and technical assistance to agricultural and forestry producers to address natural resources concerns and provide environmental benefits, such as water quality improvements, reduce soil erosion and sedimentation, and improved wildlife habitat.
  - <https://www.nrcs.usda.gov/programs-initiatives/eqip-environmental-quality-incentives>
- **Conservation Stewardship Program:** Encourages farmers, ranchers, and woodland owners to take the conservation a step further by implementing additional conservation activities and enhancements.
  - <https://www.nrcs.usda.gov/programs-initiatives/csp-conservation-stewardship-program>

- **National Water Quality Initiative:** Provides funding for a detailed watershed assessment and an outreach strategy to address agricultural-related impacts, and following completion, funding to implement projects becomes available through EQIP.
  - <https://www.nrcs.usda.gov/programs-initiatives/national-water-quality-initiative>
- **Watershed and Flood Prevention Operations Program:** Provides financial and technical assistance for erosion and sediment control, watershed protection, flood prevention, water quality improvements, water management, fish and wildlife habitat enhancement, hydropower sources, and rural, municipal, and industrial water supply; the project must have agricultural benefits.
  - <https://www.nrcs.usda.gov/programs-initiatives/watershed-protection-and-flood-prevention-operations-wfpo-program>
- **Emergency Watershed Protection Program:** Provides technical and financial assistance for communities following natural disasters that impair a watershed. Examples of activities that could be funded include removal of debris from stream channels and culverts, restoration of streambanks, establishing vegetative cover on critically eroding lands, repairing levees, and purchase of floodplain easements.
  - <https://www.nrcs.usda.gov/programs-initiatives/ewp-emergency-watershed-protection>

#### Environmental Education Grants Program, EPA

- Supports projects that promote environmental awareness and stewardship and help provide people with skills to protect the environment.
- Applicants must represent at least one of the following types of organizations: local education agency, state education or environmental agency, college or university, non-profit organization, tribal education agency, noncommercial educational broadcasting entity.
- Grant competition closes in January.
- <https://www.epa.gov/education/grants>

#### Various Grants, Oregon Office of Emergency Management

- **Emergency Management Performance Grant:** makes grants from the federal government available to state, local, and tribal governments to assist in preparing for all hazards.
- **Hazard Mitigation Assistance Grant:** Provides funds from the federal government to assist in hazard mitigation planning, projects, and other activities to reduce vulnerability to hazards.
- **Homeland Security Grant Program:** Provides funds from the federal government for planning, organizing, equipment purchasing, training, and exercises for emergencies.
- <https://www.oregon.gov/oem/emresources/Grants/Pages/default.aspx>

#### Forest Legacy Program, USFS

- Aims to identify and conserve environmentally important forest areas that are threatened by conversion to non-forest uses. Landowners may participate in the Forest Legacy Program by either selling their property outright or by retaining ownership and selling only a portion of the property's development rights; both are held by state agencies or another unit of government; conservation easements are another option.
- <https://www.fs.usda.gov/managing-land/private-land/forest-legacy>

### Community Forest Funding, USFS

- Provides financial assistance to tribal entities, local governments, and qualified conservation non-profit organizations to acquire and establish community forests that provide community benefits (e.g., economic benefits through forest management, clean water, wildlife habitat, education, and public access for recreation).
  - Full fee title acquisition is required. Conservation easements are not eligible.
  - Community Forests can be owned by local governments, tribal governments, and qualified nonprofit entities.
  - The program pays up to 50 percent of the project costs and requires a 50 percent non-federal match.
  - Public access is required for Community Forest Program projects.
  - Lands acquired through the program are actively managed in accordance with a community forest plan to provide community benefits.
- <https://www.fs.usda.gov/managing-land/private-land/community-forest>

### Coastal Zone Management Program, National Ocean and Atmospheric Administration

- Addresses the nation's coastal issues through a voluntary partnership between the federal government and coastal and Great Lakes states and territories. Supports efforts to protect, restore, and responsibly develop diverse coastal communities and resources.
- <https://coast.noaa.gov/czm/>

### Community Change Grants, EPA

- [Inflation Reduction Act](#) funds were available for environmental and climate justice activities to benefit disadvantaged communities through projects that reduce pollution, increase community climate resilience, and build community capacity to address environmental and climate justice challenges. This opportunity closed in November 2024, and future opportunities are unknown.
- <https://www.epa.gov/inflation-reduction-act/inflation-reduction-act-community-change-grants-program>

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## SECTION 5: Contingency Plan

A contingency plan for responding to the loss or substantial reduction of a drinking water source is a required element of a state-approved SWPP. Oregon Administrative Rule [333-061-0057\(5\)](#) specifies that a contingency plan must include the following elements:

1. Inventory/prioritize all threats to the drinking water supply
2. Prioritize water usage
3. Anticipate responses to potential incidents
4. Identify key personnel and develop a notification roster
5. Identify short-term and long-term replacement potable water supplies
6. Identify short-term and long-term conservation measures
7. Provide for plan testing, review, and update
8. Provide for new and ongoing training of appropriate individuals
9. Provide for education of the public
10. Identify logistical and financial resources

These elements are addressed below.

This contingency plan has been developed in coordination with the City of Rockaway Beach EOP (Rockaway Beach, 2023), the NHMP (Tillamook County, 2023), and City of Rockaway Beach WMCP (HBH, 2020).

### 5.1 Threats to the Drinking Water Supply

The City identified and prioritized several risks to its drinking water source area in Section 2 of this SWPP. Of the identified risks, the following could cause the potential loss or reduction of a drinking water source:

- Landslides
- Drought and Low Streamflows
- Climate Change
- Earthquake
- Tsunami
- Severe Storms
- Wildfire
- Infrastructure Leakage or Failures
- Vandalism

### 5.2 Prioritization of Water Usage

If an emergency results in an insufficient water supply to meet all needs, the City may need to prioritize water use. The prioritization may be as follows:

- Fire protection
- Medical facilities

- Residential
- Commercial and schools
- Parks
- Irrigation

### 5.3 Responses to Potential Incidents

The City's EOP describes how the City will respond to emergency events. The City's EOP (Rockaway Beach, 2023) is fully integrated into and supplemental to the Tillamook County EOP (Tillamook County Office of Emergency Management, 2017), which includes an Immediate Action Checklist, a Basic Plan, and Incident Annexes. The City's EOP is also compatible with the State of Oregon Emergency Management Plan (OEM, 2024) and the Tillamook County Multi-Jurisdictional NHMP (Tillamook County, 2023). The City's EOP consists of immediate direction and command structure in the event of an emergency, divisional structure, and contact information for appropriate emergency City staff.

The immediate direction and command structure is used to initiate the City's responses to incidents. It outlines appropriate personnel and organizations to contact, designated evacuation areas, and when and how to declare a state of emergency. A Declaration of Emergency must be forwarded immediately to the Tillamook County Office of Emergency Management.

The City's EOP (Rockaway Beach, 2023) divides City resources into six areas: (1) public works, (2) fire, (3) medical, (4) law enforcement, (5) communications, and (6) Community Emergency Response Team (CERT)/preparedness volunteers. For each division, the EOP outlines the incident mission, primary contact person, duties, and overall goal. The mission for incidents related to the public works division is:

*Preserve life and safeguard the city assets. Prevent water contamination from sewage or other contaminants, maintain as large a water reserve as possible for both consumption and fire suppression, maintain the city infrastructure, open streets and roadways for emergency responders, and assist with rescue operations.*

The "Duties" section provides an order of operations that supports the divisional mission. The Basic Plan section of the Tillamook County EOP (Tillamook County Office of Emergency Management, 2017) provides more information about the hazards and threats facing Tillamook County communities; and the Incident Annexes supplement the Basic plan by providing step-by-step guides to respond to and recover from specific incidents.

The City operates a Level 2 WTP that requires a certified operator and a Level 1 distribution system. The City has a WTP operations and maintenance manual, which provides instructions for operations and maintenance of the facility. This manual is intended for use by trained WTP operators. The manual is located at the WTP. The City also has a certified Cross Connection Control Specialist that helps the City comply with cross connection control requirements.

Information about the City's drinking water treatment and sampling is available through OHA's Drinking Water Online database. The database can be accessed by using the following link: <https://yourwater.oregon.gov/> and entering Rockaway Beach Water District in the Water System Search.

## 5.4 Key Personnel and Notification Roster

### 5.4.1 Key Personnel

The following positions are authorized to issue a Declaration of Emergency: 1) Mayor, 2) City Manager, 3) Emergency Manager, and The City Council, when a quorum is present.

The City's key personnel for emergency operations are identified in the City's EOP (Rockaway Beach, 2023) as:

- The Rockaway Beach National Incident Command Systems staff, which consists of the following: the Emergency Manager (Incident Commander [IC]), as well as the City Manager, Administrative Assistant, City Finance Officer, and a Public Information Officer (support staff)
- A Safety Officer provided by the Fire Department
- The Incident Management Team (IMT): the Public Works Director, Fire Chief, City Manager, Mayor, and City Council

The City divides up tasks between six divisions, and each of the six divisions is represented by a primary contact person on the IMT.

#### 5.4.1.1 National Incident Command System Staff

Upon Declaration of Emergency, specified members of the IMT will gather and activate emergency response activities. This team will utilize the National Incident Management System (NIMS) and be headed by the Rockaway Beach Emergency Manager or their designate, IC. The IC determines staffing composition based on need. A list of potential staff is included in the City's EOP (Rockaway Beach, 2023).

#### 5.4.1.2 Divisional Structure

The City's emergency response team is divided into six different divisions: public works, fire department, medical, law enforcement, communications, and CERT/volunteers (contact information in Section 5.4.2.1). The public works division is responsible for safeguarding the City's assets, including its water systems. The fire department is responsible for preserving public and private property and facilitating evacuation. The medical team assesses and treat injuries. Law enforcement is responsible for maintaining overall security and control. The communications division serves as a liaison between local emergency operations personnel and regional and/or state officials. CERT/volunteers help to preserve life and aid emergency responders.

## 5.4.2 Notification Roster

### 5.4.2.1 Key Personnel Contact Information

Primary contacts for each of the six City divisions are identified below. The City's main phone number is 503-374-1752, and direct line numbers are listed below where available.

- Public Works
  - Rockaway Beach Public Works Superintendent/Director
  - 503-374-0586
- Fire Department
  - Rockaway Beach Fire Chief
  - 503-374-0618

- Medical
  - Rockaway Beach Fire Rescue
  - 503-374-0612
- Law Enforcement
  - Rockaway Beach Patrol (Tillamook County Sheriff)
  - Non-emergency dispatch: 503-815-1911
  - Sherriff Office: 503-842-2561
  - Oregon State Patrol: 800-442-0776
- Communications
  - Rockaway Beach Radio Group
  - 503-374-1752
- CERT/Volunteers
  - Rockaway Beach Emergency Manager
  - 503-374-0618

In addition to the contacts for the six divisions, the following county and state agencies respond to emergencies:

- **Public Safety Answering Point (9-1-1 Dispatch)**
- **Tillamook County Emergency Management 503-842-3412**
- **OHA – Drinking Water Services 971-673-0405**
  - OHA-Drinking Water Services is the regulatory agency for public water systems operations, primarily related to water quality. It should be notified of water-related emergencies (e.g., shortages, line-breaks, loss of pressure, and water treatment failure) and it would directly respond and require notification of incidents.
- **DEQ – Drinking Water Program 503-229-5954**

## 5.5 Short-term and Long-term Replacement Potable Water Supplies

### 5.5.1 Short-term Actions

The City's WMCP (HBH, 2020) contains a water curtailment element that describes measures the City can implement to decrease demand following a reduction or loss of water supply, and thereby, avoid or delay the need for replacement potable water supplies. The Water Curtailment Plan consists of four stages of curtailment with identified conditions or events that would trigger each stage of curtailment and response measures (triggers and conservation measure examples are described further in Section 5.6.). The curtailment stage is based on specific emergency conditions related to supply, demand, and capacity, or by system manager assessment. Supply shortage indicators are based on streamflows, the Palmer Index, and the Surface Water Supply Index.

Stage 1 of the curtailment plan is a mild warning status intended to request voluntary reduction in water use during periods of high demand or equipment failure. Stage 2 is considered a moderate water emergency with mandatory conservation requirements, invoked when water shortages pose a serious threat to the ability of the water system to meet the demands of its customers. Stage 3 is a severe water emergency with additional mandatory requirements to Stage 2. Stage 4 is a critical water emergency, invoked when disaster conditions make it impossible for the water system to continue functioning as usual.



The City's peak summer water demand occurs during the period of lowest flow in Jetty Creek. As a result, supply during the low-flow period of late summer is regularly supplemented by groundwater from the City's wells. Extended periods of low flow, high usage, and/or infrastructure deficiencies could cause a water shortage necessitating curtailment, as well as other conditions identified in Section 5.1.

### 5.5.2 Long-term Actions

Section 5.3 of the City's WMCP (HBH, 2020) describes in detail the existing source capacity and new source development for Rockaway Beach. Currently, the City is vulnerable to a long-term interruption in the ability to withdraw water from Jetty Creek, given that Jetty Creek is the City's primary water supply source and that the City's supplemental groundwater sources have water quality issues and infrastructure limitations, as described in Section 2 of the WMCP (HBH, 2020).

As a result, the City evaluated several alternatives as potential new water sources: 1) develop existing water rights, 2) develop interconnection, and 3) increase raw water storage. The City will be exploring potential new water sources in the coming years. Until existing sources are sufficiently restored, or new water sources are identified and developed, the City will likely need to implement curtailment measures in the event of a loss or significant reduction in water supply.

## 5.6 Short-term and Long-term Conservation Measures

The City's Water Curtailment Plan describes the following water conservation measures required under the four different stages of curtailment.

### Alert Stage 1: Mild Water Emergency

Stage 1 will be imposed if a water shortage or equipment failure poses a potential threat to the ability of the water system to meet the demands of its customers. Indicators of a Stage 1 emergency include: Jetty Creek flows recede to less than 1.5 cfs, demand reaches 60 percent of capacity, Palmer Index (PI) values between -2.0 to -3.0, and Surface Water Supply Index (SWSI) values between -1.5 to -2.5.

The objective of Stage 1 is to inform the public of water supply issues and request voluntary water use reduction. Measures associated with Stage 1 include:

- Institute a voluntary restricted watering schedule based on odd/even address numbers for residential and business customers. The voluntary schedule shall apply to all residential and commercial lawn watering and other nonessential water uses with exceptions as specified by the City. Customers will be asked to restrict watering to the night hours to avoid loss through evaporation. Customers will also be asked to avoid all outdoor water use during typical times of peak demand (i.e., weekends, mornings, and evenings).
- Disseminate informational brochures on conservation methods. Advertising on radio, televisions, newspapers, sandwich boards, signs on City Kiosks, and other media will also be utilized to keep the public updated on the water supply situation. The City will also provide recorded information on the City Hall and Public Works phones.
- Request that consumers make efforts to voluntarily reduce water consumption by up to 10 percent of normal through personal conservation efforts. This may include the repair of household leaks, installation of low-flow fixtures, reduction or elimination of landscape watering, and other conservation efforts.
- Provide specific notification to major water users asking for voluntary reductions in use and/or deferring nonessential use to off-peak hours.

- City-operated decorative fountains that do not recirculate water shall cease operating.
- City uses of water for hydrant and water line flushing shall be limited to essential needs.
- No use of City-supplied water to wash sidewalks, walkways, streets, driveways, parking lots, or other hard surface areas except where necessary for public health or safety.
- Usage of City-supplied water to wash vehicles shall only be permitted during weekdays.
- The City should develop a water system reporting sign to indicate the general condition of the City's water supply. Often used to warn of a variety of levels of fire danger, a properly located reporting sign can send a regular reminder to consumers that the water supply is tenuous. Under Stage One curtailment, the reporting sign should raise the alert that the water is low and remind consumers to use water wisely.

### Alert Stage 2: Moderate Water Emergency

Stage 2 is the first level of action for the City to enact mandatory water restrictions. Indicators of a Stage 2 emergency include streamflow in Jetty Creek receding below 1.0 cfs, demand reaching or exceeding 90 percent capacity, PI values between -3.0 to -4.0, SWSI values between -2.5 to -3.25, equipment failure, extended equipment maintenance needs, or other indicators listed in the WMCP. In addition to the Stage 1 curtailment measures, Stage 2 measures may include the following:

- Stage One curtailment measures 2-7 continued.
- Watering or irrigating of lawns, landscaping, and gardens may only occur on weekdays between 6 pm and 6 am.
- No use of City-supplied water shall be allowed to clean, fill, or maintain levels in decorative fountains.
- No use of City-supplied water shall be allowed to wash vehicles.
- Hydrant and water main flushing shall be done for emergencies only.
- Restaurants will be required to post drought notices and offer drinking water only upon request. Other high-volume water consumers (e.g., hotels, recreation centers) may be required to post drought notices apprising their clientele of the drought conditions.
- The City reporting sign should indicate the upgrade of severity and further caution consumers about wise and prudent water use.

### Alert Stage 3: Severe Water Emergency

Stage 3 will be imposed when Jetty Creek flows recede to 0.75 cfs or when demand reaches 95 percent of capacity, or during major equipment failure. Specific scenarios that would result in a declaration of a severe water emergency are listed in the WMCP. In addition to the curtailment measures in Stages 1 and 2, Stage 3 includes provisions to prohibit all nonessential outdoor use. Stage 3 also includes the enforcement of severe penalties for violating water use restrictions. Additional Stage 3 curtailment measures include:

- Stage One curtailment measures 2-7 and Stage Two measures 3-6 continued.
- No watering or irrigating of lawns, landscaping, gardens, or any other outside water use.
- All outdoor use prohibited.
- No use of city-supplied water shall be allowed to fill swimming pools or other pools.
- The City reporting sign should indicate the upgrade of severity and further caution consumers about wise and prudent water use.

### Alert Stage 4: Critical Water Emergency

Declaration of a Stage 4 water emergency is reserved for extreme water supply issues, such as conditions following a natural disaster. Indicators of Stage 4 include the inability of the WTP to produce additional water for the distribution system to deliver potable water. The goal of Stage 4 should be to provide enough water to sustain human life. Stage 4 conservation actions may include closing the distribution system or disconnecting all water users from the system. The City may choose to ration water use from a central location, reservoir, or directly from the WTP.

## 5.7 Plan Testing, Review, and Update

This Contingency Plan will be reviewed and updated when changes to emergency operations occur or following evaluation of lessons learned from exercises or events. Reviews aim to keep this Contingency Plan consistent with the City's EOP (Rockaway Beach, 2023). This Contingency Plan will be reviewed at a minimum of every 5 years to comply with State requirements.

## 5.8 Personnel Training

City water purveyors are required to hold certifications for the operation treatment, distribution, and costs connection control systems. City personnel are provided with training in Water Treatment Level 1-4, Water Distribution Level 1-4, and Cross Connection Specialist training.

Fire and EMS personnel are provided with training in driving (Emergency Vehicle Operations), NIMS-100, 200, 700, and 800, wildland firefighter Type 2, structural firefighter Type 1, healthcare provider cardiopulmonary resuscitation (CPR), Emergency Medical Responder (Emergency Medical Technician preferred), vehicle extrication, hazardous materials operations, SCBA fit test, and physical agility. Trainings are held weekly and on weekends as needed.

Emergency preparedness volunteers are trained in: CERT, radio, ICS 100, NIMS-100, 200, 700, and 800, and CPR/first aid. Monthly trainings are provided.

## 5.9 Public Education

The City recognizes the importance of emergency preparedness education and outreach to both permanent residents and transient populations (i.e., tourists), and it maintains an active community preparedness program.

The City's EOP (Rockaway Beach, 2023) has a section on media and public information, which outlines the process for disseminating information during an emergency. In the event of an emergency, the IC will designate a Public Information Officer (PIO). The PIO consults with the IMT before any information is released to the public. The two primary objectives of streamlining public information are to: (1) provide information to the affected population so they can respond accordingly, and (2) inform the news media on the event and actions taken to respond. Communication to the public and to the media will be done through any means necessary. To control propagation of false information, all questions and information requests are to be referred to the PIO to ensure consistent responses.

The City has an Emergency Preparedness webpage on its website which educates the public about numerous hazards to the community and how to be prepared. The Emergency Preparedness webpage can be accessed via the following link: <https://corb.us/emergency-management/>. The Emergency Preparedness webpage contains information about emergency notifications, tsunamis, earthquakes, evacuation sites, fire preparedness, heat safety, pandemics, power outages, storms and flooding, water conservation, and winter travel tips. It provides links to plans and resources, including the City Evacuation Plan and the EOP, a Family Emergency Preparedness Handbook, and tsunami evacuation maps. The tsunami content discusses what

tsunamis are, how to plan for a tsunami and protect your property, media and communication ideas, and what to do after a tsunami. The Fire Ready content includes links to more resources and videos from Lincoln County.

The City also conducts outreach in the community via distributing evacuation maps, pamphlets with emergency preparedness strategies, door signs for hotels, and posting tsunami hazard signs throughout the city.

## 5.10 Logistical and Financial Resources

The City considers funding and maintaining its EOP a priority. The City will continue to work to identify and secure funding and to maintain partnerships that support emergency preparedness and response.

In the event of an emergency, the City Council has authority to expend funds to respond to the emergency situation and City code (30.17 General Exemptions (F) Emergencies)) provides City Council (or possibly the Mayor) with the authority to promptly execute contracts to respond to emergencies.

In addition, the City can work with Tillamook County and the State of Oregon to secure financial resources. The Governor can request that the Federal Emergency Management Agency provides resources, planning, coordination, funding, and training. In the case of fire emergencies, the City's Fire Chief can notify the State Fire Marshall to mobilize and fund fire resources.

## SECTION 6: Future Water Sources

This section provides an opportunity for water providers to identify risks, and strategies to address those risks, for any additional sources of water supply anticipated within the 20-year planning period of this SWPP. The City's WMCP (HBH, 2020) projected that the maximum daily demand for water will not exceed the City's source capacity until after 2039, which represents at least 15 years of this SWPP's 20-year planning period. The City's need for additional sources of water supply is currently uncertain for the remainder of the planning period. Planning for future water supply also includes climate change and drought preparedness. The City plans to develop updated demand projections and assess its existing water supply during development of its WMCP Update, which is due in August 2029, and potentially as part of other planning processes.

The City's WMCP (HBH, 2020) discussed potential additional future sources of water supply, such as developing one or more of its existing water rights currently held in reserve, or developing an interconnection with a system operated jointly by the Cities of Manzanita and Wheeler or with the City of Garibaldi. The water rights held in reserve are for McMillan Creek, Heitmiller Creek, and Spring Creek, each of which is located near the City's urban growth boundary and associated service area. These potential additional supply sources, and possibly other sources, are expected to be considered in the City's WMCP Update and/or other water supply analyses to be completed during the next 5 years.

Because the City's existing water sources are anticipated to provide sufficient water supply to meet demands during most of the 20-year planning period, and the current uncertainty about water supply needs and the viability of additional sources of water towards the end of the 20-year planning period, the City does not have immediate plans for expansion of its water system. Accordingly, it is too early to identify risks and strategies for a future additional water source in this SWPP.

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## SECTION 7: References

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## APPENDIX A

Cit of Rockaway Beach Source Water Assessment (2016)

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# Updated Source Water Assessment

## Rockaway Beach Water District

PWS #4100708

November, 2016

*Prepared for:*

**Rockaway Beach Water District**



*Prepared by:*



State of Oregon  
Department of  
Environmental  
Quality



# Oregon

Kate Brown, Governor

Department of Environmental Quality  
Agency Headquarters  
700 NE Multnomah Street, Suite 600  
Portland, OR 97232  
(503) 229-5696  
FAX (503) 229-6124  
TTY 711

November 3, 2016

Luke Shepard, Public Works Director  
Rockaway Beach Water District  
PO BOX 5  
Rockaway Beach, OR 97136

Re: **Updated Source Water Assessment for PWS # 4100708**

Dear Mr. Shepard,

On behalf of the Oregon Health Authority (OHA), the Oregon Department of Environmental Quality (DEQ) is pleased to provide your community with important information in this Updated Source Water Assessment. The updated assessment is intended to provide information and resources to assist you and your community to **implement local drinking water protection efforts**. Since the first source water assessments were completed in 2005, state agencies have significantly expanded analytical capabilities, including more detailed data for analyzing natural characteristics and potential pollutant sources. DEQ is currently completing the updated assessments for surface water systems and OHA is updating the groundwater system assessments. This updated assessment includes information on both the groundwater and surface water source areas.

As you know, assuring safe drinking water depends on public water suppliers implementing multiple successful practices. **First, protect the drinking water source.** Second, practice effective water treatment. Third, conduct regular monitoring for contaminants to assure safety. Fourth, protect the distribution system piping and finished water storage from recontamination. Finally, practice competent water system operation, maintenance, and construction. These practices are collectively called “multiple barrier public health protection”. **Source water protection is an important first step because starting with the best possible quality source water helps assure that water treatment can be effective at all times.**

Source water protection is accomplished by effective state public health programs, environmental protection, land use policies, pro-active land stewardship, and by implementation of local drinking water protection efforts. The susceptibility of the public drinking water system source depends on both the natural conditions as well as the anthropogenic activities in the watershed or groundwater source area.

This letter, with attached figures and technical information, constitutes your **Updated Source Water Assessment**. It supplements your original Source Water Assessment (link here: <http://www.deq.state.or.us/wq/dwp/swrpts.asp> ). One of the most important assets a public water system can have is accurate source water area mapping and visual resources to share with the community citizens and officials. The figures include a new regional map view of your watershed, topographic basemap with the source area delineated, and maps with natural characteristics, anthropogenic land uses, potential sources of pollutants, and historic landslides for the surface water source area). Information on anthropogenic land uses in a drinking water source area is important for

evaluating potential pollutant sources and working with stakeholders upstream. Tables are provided that include a summary of the types of potential pollutant sources present in your drinking water source area.

There are also a variety of resources included in this document to assist you with drinking water source protection efforts. **Appendix #1** provides a summary of how to use the information provided in the assessment to move forward to develop and implement source water protection. **Appendix #3** lists websites and resources available to public water systems and community members seeking technical assistance for work on watershed protection. **Appendix #4** provides brief descriptions and contact information for grants and loans to fund both drinking water infrastructure and source protection projects. **Appendix #5** contains potential management strategies for high priority sources of pollutants identified in the groundwater source area.

This update can be used as a standalone document for drinking water source protection or in conjunction with Source Water Assessment reports previously completed by OHA and DEQ between 1998 and 2005. We have provided a copy of the original report for the surface water intake. Contact OHA at 541-726-2587 to receive your water system's original SWA Report for the groundwater portion of your system. We encourage you to use the previous reports which contain additional information characterizing well construction, the drinking water source areas, and susceptibility to potential contaminant sources.

State agency resources are available to help you with mapping and information needs. Larger sizes of the source area maps and more details of landslide potential and other natural characteristics are available for you upon request (contact Steve Aalbers at 503-229-6798). DEQ is currently developing "Resource Guides" with more extensive information to assist public water systems in protecting their source waters. Resource Guides will be developed for both Oregon surface water systems and groundwater systems by 2017.

For direct assistance and/or additional information regarding watershed protection, call Sheree Stewart at DEQ (503-229-5413). For more information on drinking water policies and procedures, call Casey Lyon at OHA (541-726-2587).

Sincerely,

A handwritten signature in black ink, appearing to read 'Sheree Stewart', with a stylized, flowing script.

Sheree Stewart, Drinking Water Protection Coordinator  
Environmental Solutions Division

Cc: Casey Lyon, Technical Services Manager, Oregon Health Authority



**Legend**

- Rockaway Beach Water Dist. surface water intake
- Surface Water Intake
- Rockaway Beach Water Dist. Drinking Water Source Area
- Surface Water DWSAs
- Groundwater Drinking Water Source Area
- Highways
  - Interstate
  - U.S. Routes
  - Oregon Routes
- City limits (ODOT, 2013)
- Urban Growth Boundary (2010)
- County Boundary

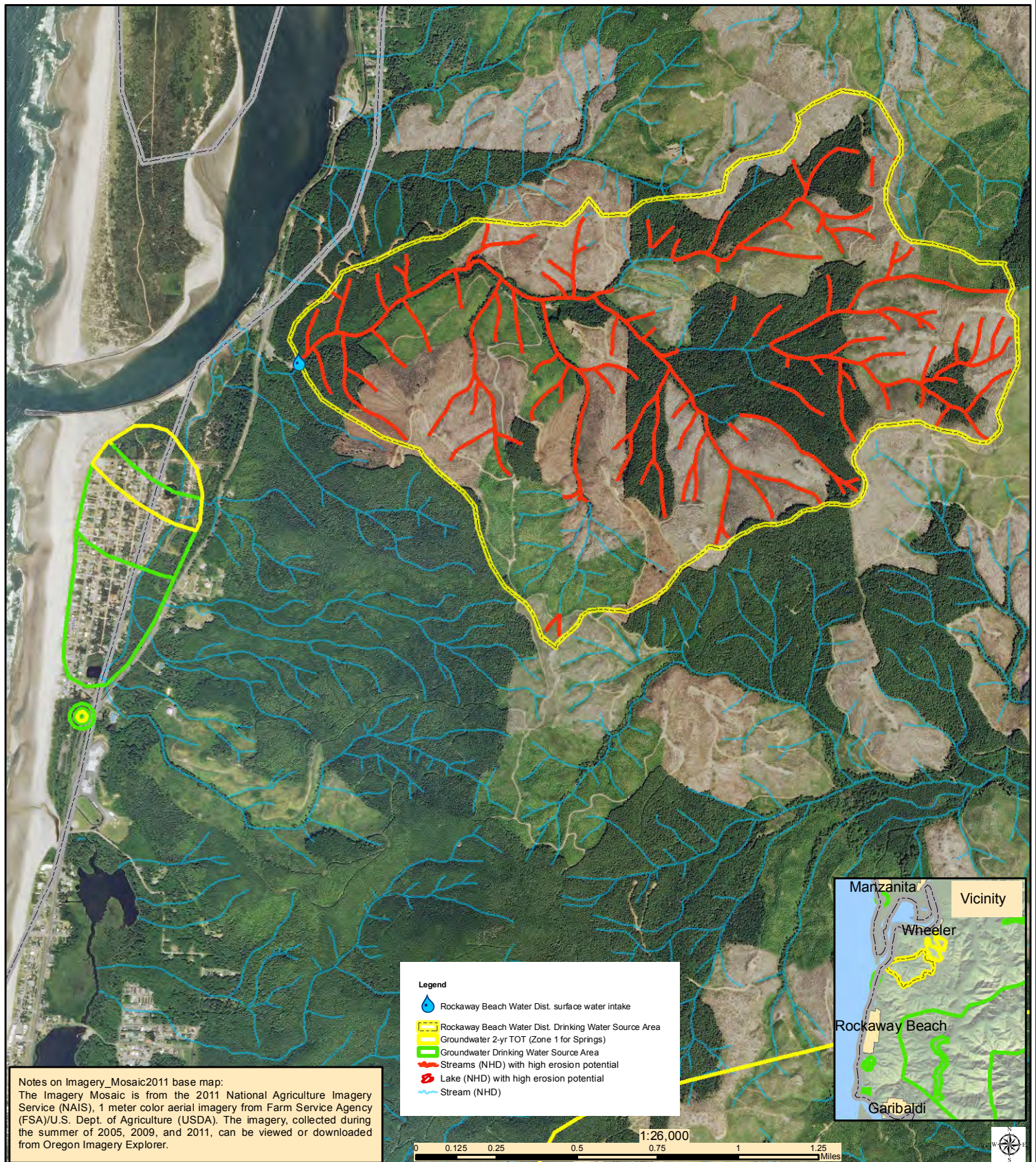
This data analysis was conducted for strategic planning purposes in drinking water protection. If other uses are considered for the data, please contact DEQ's Drinking Water Protection Program for details on how this query was performed. It is important to understand the limitations and qualifications of queries to ensure appropriate interpretation of this data. No warranty expressed or implied is made regarding the accuracy or utility. This disclaimer applies both to individual use of the data and aggregate use with other data.

Oregon Dept of Environmental Quality/Environmental Solutions Division/Water Quality Program  
 Drinking Water Protection Program/GIS  
 Projection: Oregon Lambert (Lambert Conformal Conic)  
 GCS\_North\_American\_1983, Datum: D\_North\_American\_1983  
 File: \\deqhq1\dwpl\SWA Reports & Plan\Update SWA SW  
 2016\PWSReports\4100708\_Rockaway\_Beach\USWA\_Fig1\_SWGW\_RockawayBeachWaterDistrict\_VicinityMap.mxd  
 Prepared by: sda(09SEP2016), updated by jkh (26SEP2016)

Note on Base Layer: The hillshade color effect shown here is the result of additional processing of digital elevation models (DEM - 30 meter grid) data from 1:24000 topographic maps. A "hillshade" was produced first and then color adjusted. The original DEM files were developed by the OR Dept. of Forestry. Additional processing of the hillshade data with Red, Green, Blue (RGB) color scheme resulted in the "orshade.sid" dataset displayed here. The data set is provided for use by the Oregon Geospatial Data Center.

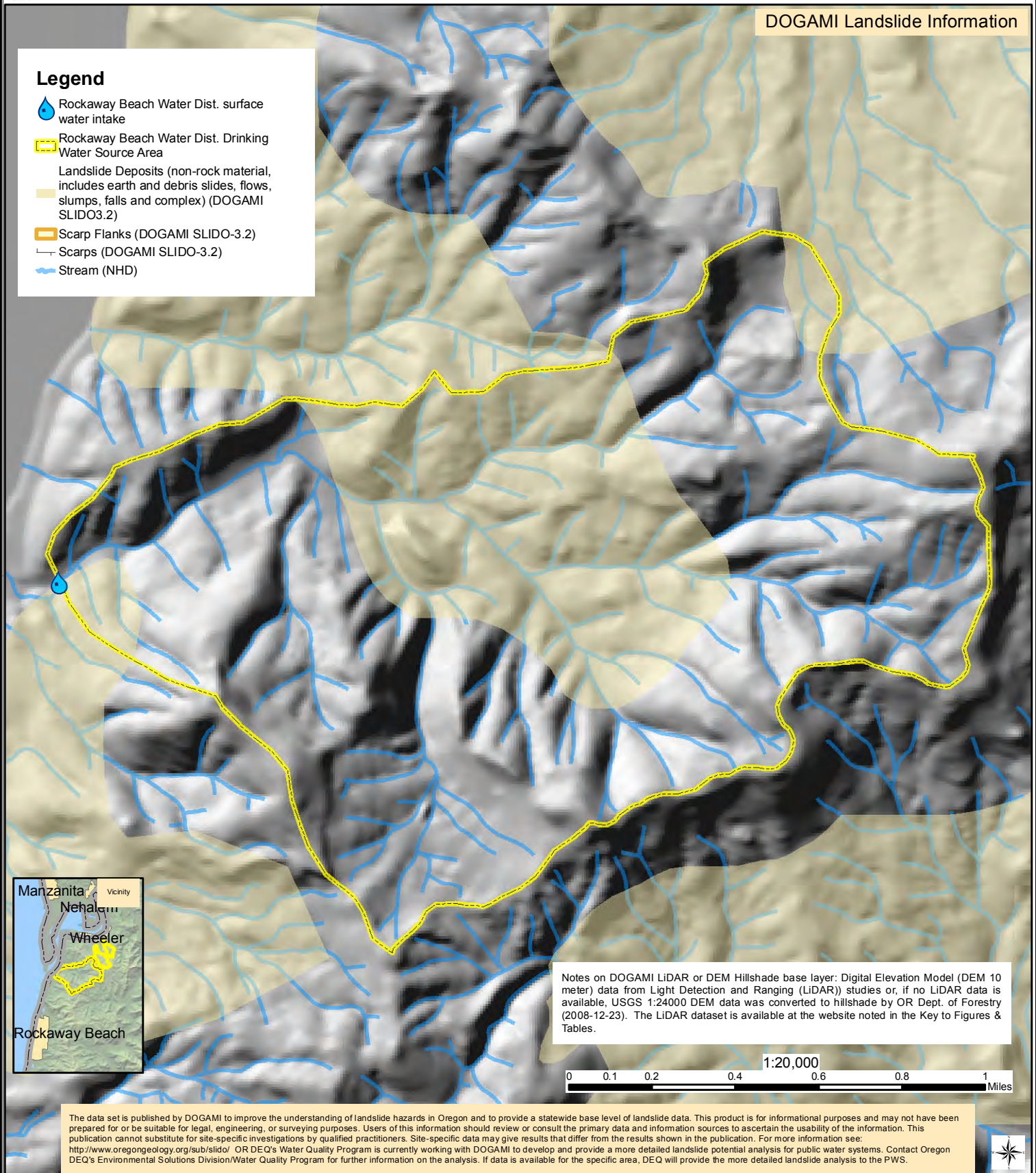


**Figure 2. Rockaway Beach Water District (PWS 00708)  
Drinking Water Source Area Erosion Potential  
(See Appendix 2 for Key to map details and metadata)**



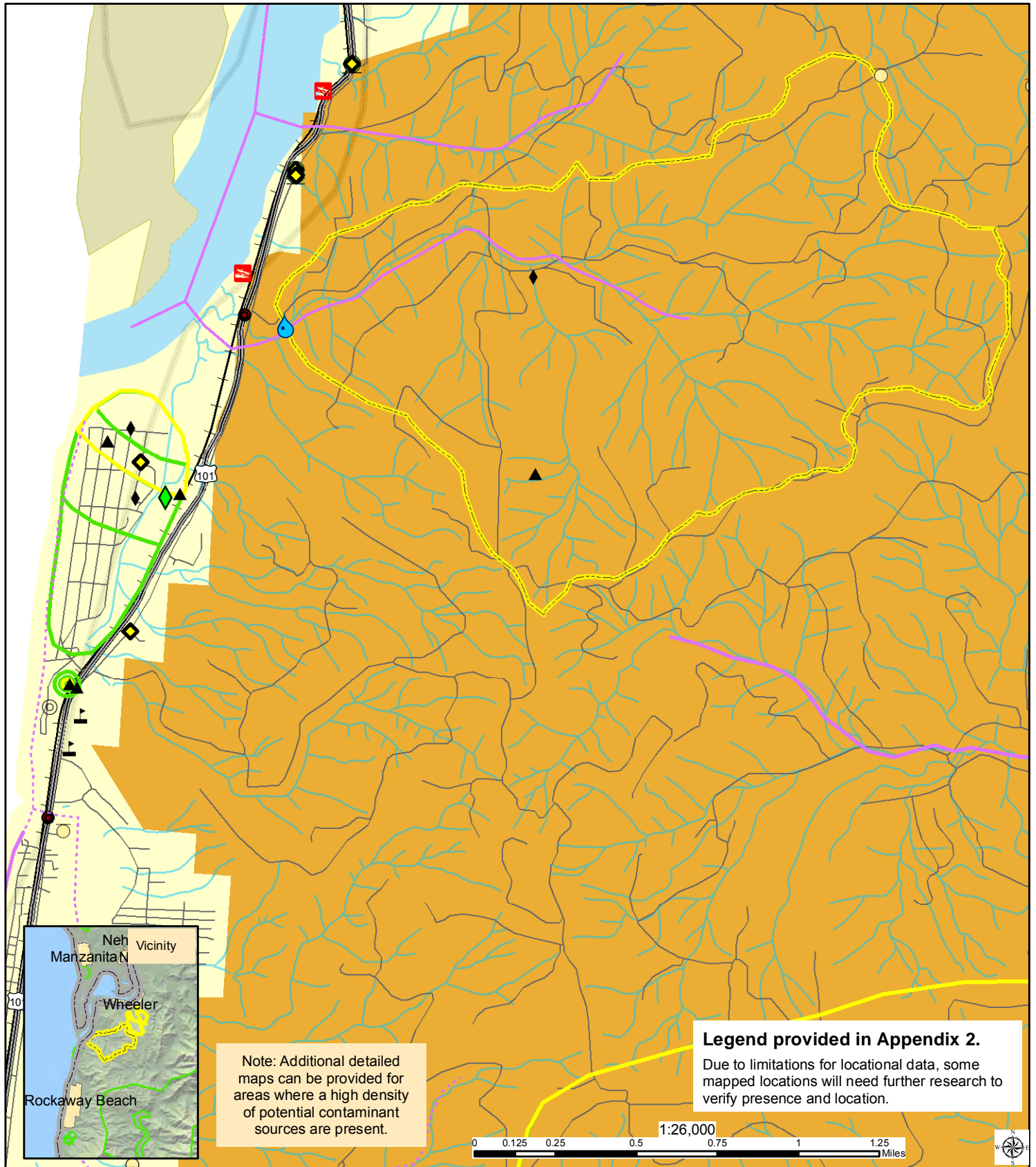


# Figure 3. Rockaway Water District (PWS 00708) Drinking Water Source Area Landslide Hazards Map (See Appendix 2 for Key to map details and metadata)





**Figure 4. Rockaway Beach Water District (PWS 00708)**  
**Drinking Water Source Areas - Potential Anthropogenic Sources,**  
**Transportation Corridors and Land Ownership/Use**  
 (See Appendix 2 for Key to map details and metadata)



**Table 1: Drinking Water Source Area Land Use and Susceptibility Analysis Summary***See Appendix 2 for Key to Tables and Notes*

Public Water System Name	<b>Rockaway Beach Water District</b>
PWS ID	00708
Drinking Water Source Name	Jetty Creek
County Served	Tillamook
Subbasin	Nehalem
Drinking Water Source Area (DWSA) Size <sup>(1)</sup>	2.05 sq.mi./1310.5 acres
Stream Miles in Drinking Water Source Area	23.30
Population (includes wholesale buyers) <sup>(2)</sup>	2,600
Number of Public Water Systems Served <sup>(2)</sup>	1

Land Use / Ownership <sup>(3)</sup> (also shown on figures)	Owner Type	Area (acres)	% of DWSA	Notes
	Agricultural	0	0%	Priv Ind. Forest by two land owners.
	Private Industrial Forest	1,311	100%	
	Private (Rural/Non-industrial)	0	0%	
	Local Government	0	0%	
	State Forest	0	0%	
	Other State Lands	0	0%	
	Bureau of Land Management	0	0%	
	US Forest Service (USFS)	0	0%	
	Tribal	0	0%	
	Other (includes Water)	0	0%	

Potential Pollutants (see Table 2 for potential pollutants based on regulatory database search and Figures for approximate locations)			Notes
	Stream Miles in Erodible Soils <sup>(4)</sup>	18.58	see note 4 in Appendix 2
	High Soil Erosion Potential Percent <sup>(4)</sup> (% stream mi w/ high erosion located w/in 300' of the stream)	80%	see note 4 in Appendix 2
	Shallow Landslide Potential	More details on shallow landslide susceptibility may be available. Contact DEQ Drinking Water Protection for additional information.	
	Landslide Deposits <sup>(5)</sup> (DOGAMI - SLIDO 3.2)	landslide areas mapped near intake and in mid-watershed - see map and note	Includes earth and debris slides, flows, slumps, falls and complex landslide types. Does not include rock material landslide deposits.

Water Quality Monitoring Data and Treatment Method	Treatment Process	Rapid sand & rapid mix	
	<u>Safe Drinking Water Information System Results</u> (6) — Regulated volatile organic chemicals, synthetic organic chemicals and inorganic compounds       Disinfection byproducts (Total Trihalomethanes (TTHM), Haloacetic acids (five) (HAA5), bromate, and chlorite)       Bacteria (Ecoli and TCR=Total Coliform Rule)	<u>MCL Violations</u> (6)   <	



**Table 2: Inventory of Potential Sources of Pollution**  
as identified in readily accessible state and federal databases and GIS layers  
**Updated Source Water Assessment**  
*see Appendix 2 for Key to Tables for Notes and Descriptions of Acronyms*

**PWS Name:** Rockaway Beach Water District  
**PWS Number:** 00708

This information supplements the Original Source Water Assessment Inventory dated between 2000 and 2005 and should be used in conjunction with the original inventory to provide a more detailed analysis of potential sources of pollution. Note that due to limitations for locational data in state databases, some locations will need further research to verify presence and location.

Primary Land Ownership/Use(s)								Data Source
Jetty Creek Watershed is all private industrial forestry land use Groundwater sources dominated by residential land use with occasional municipal and commercial properties.								Land use map - Figure 4
Other potential sources of pollution identified based on aerial photographs, topographic maps or local knowledge.								
Name			Address/location	City	County		Data Source	
Sewer lines/septic systems through residential areas								
Regulatory Database Results - State and Federal								
Database Identifier (DB_ID)	Site Identifier (Staid)	Status	Common Name	Address	City	County	Retrieval Date (RET_DATE)	Data Source
Results for Jetty Creek Source								
DWP - PCS - Borrow Pit	10051	C18 Type; P - Mining Activities - Gravel Mines/Gravel Pits	Borrow Pit	East of Intake	Rockaway	Tillamook	2005	OR Dept. of Environmental Quality and OR Health Authority Source Water Assessment database (DEQ/OHA SWA 2000 - 2005)
DWP - PCS - Clearcuts	10050	A11 Type; A - Managed Forest Land - Clearcut Harvest (< 35 yrs.)	Clearcuts	Southeast of Intake	Rockaway	Tillamook	2005	OR Dept. of Environmental Quality and OR Health Authority Source Water Assessment database (DEQ/OHA SWA 2000 - 2005)
Water Quality Limited streams, Cat4A & Cat5, DEQ-2012 - Jetty Creek	1239334456590	Cat 4A: Water quality limited, TMDL approved - Fecal Coliform	Jetty Creek	Not applicable	Not applicable	Not applicable	10/31/2014	OR Dept. of Environmental Quality Water Quality Assessment 2012 - (DEQ/WQ - 10/31/2014)
Water Quality Limited streams, Cat3 - Jetty Creek	1239334456590	Cat 3: Insufficient data - Turbidity	Jetty Creek	Not applicable	Not applicable	Not applicable	10/31/2014	OR Dept. of Environmental Quality Water Quality Assessment - (DEQ/WQ - 10/31/2014)
Results for Groundwater Source Areas								
DWP - PCS - Aboveground Storage Tank	17209	M01 Type; P - Above Ground Storage Tanks - Excluding Water and Residential ASTs	Aboveground Storage Tank	White Dove Ave	Rockaway	Tillamook	2005	OR Dept. of Environmental Quality and OR Health Authority Source Water Assessment database (DEQ/OHA SWA 2000 - 2005)
DWP - PCS - High Density Housing	17208	R09 Type; A - Housing - High Density (> 1 House/0.5 acres) R16 Type; A - Septic Systems - High Density (> 1 system/acre)	High Density Housing	Throughout the DWPA	Rockaway	Tillamook	2005	OR Dept. of Environmental Quality and OR Health Authority Source Water Assessment database (DEQ/OHA SWA 2000 - 2005)

Database Identifier (DB_ID)	Site Identifier (Staid)	Status	Common Name	Address	City	County	Retrieval Date (RET DATE)	Data Source
DWP - PCS - Kittiwake	17211	M31 Type; P - Large Capacity Septic Systems (serves > 20 people) - Class V UICs	Kittiwake	Donald Street	Rockaway	Tillamook	2005	OR Dept. of Environmental Quality and OR Health Authority Source Water Assessment database (DEQ/OHA SWA 2000 - 2005)
DWP - PCS - Railroad	17210	M19 Type; A - Transportation - Railroads	Railroad	Runs through the DWPA	Rockaway	Tillamook	2005	OR Dept. of Environmental Quality and OR Health Authority Source Water Assessment database (DEQ/OHA SWA 2000 - 2005)
Highways - US-101	009	Highway/Interstate	OREGON COAST	Not applicable	Not applicable	Not Applicable	2008	Integrated Transportation Information System (ITIS) database, Oregon Department of Transportation (ODOT - 2008)
Railway - Port of Tillamook Bay Railroad	2029	Railway	Port of Tillamook Bay Railroad	Unknown	Not applicable	Tillamook	03/14/2016	US Geological Survey Railway GIS layer (via OR-IRIS) (USGS/RR - 2009)
Road - Bureau of Land Management	5606128	Unknown	Bureau of Land Management	Not Applicable	Unknown	Tillamook	2012	
Road - Oregon Department of Transportation	7667302	Unknown	Oregon Department of Transportation	Not Applicable	Unknown	Tillamook	2012	
Road - Rockaway Beach Public Works, City of	7096035	Unknown	Rockaway Beach Public Works, City of	Not Applicable	Unknown	Tillamook	2012	
Road - Tillamook County	7095918	Unknown	Tillamook County	Not Applicable	Unknown	Tillamook	2012	
SFM - HSIS - ROCKAWAY BEACH CITY OF	085185	OTHER GENERAL GOV SUPPORT with 1 different chemicals reported on site (liquids and solids only)	ROCKAWAY BEACH CITY OF	26757 WHITE DOVE AVE	ROCKAWAY BEACH	TILLAMOOK	09/29/2008	OR State Fire Marshall Hazardous Substance Information System database (SFM/HSIS - 2009)
SFM - HSIS - TATA COMMUNICATIONS	098608	WIRED TELECOMMUNICATIONS CARRIERS with 1 different chemicals reported on site (liquids and solids only)	TATA COMMUNICATIONS	25589 HWY 101	ROCKAWAY BEACH	TILLAMOOK	09/29/2008	OR State Fire Marshall Hazardous Substance Information System database (SFM/HSIS - 2009)
WQ SIS - NEDONNA WAVE PUD	117105	GEN12C - STORMWATER	NEDONNA WAVE PUD	KITTIWAKE DRIVE & RILEY STREET	ROCKAWAY BEACH	TILLAMOOK	01/25/2016	OR Dept. of Environmental Quality Water Quality SIS database (DEQ/WQ SIS - 2016)

# Appendix #1

## Developing Strategies For Drinking Water Protection

Many<sup>1</sup> public water systems in Oregon will receive an Updated Source Water Assessment (USWA) developed by the Oregon Department of Environmental Quality (DEQ) and the Oregon Health Authority (OHA) drinking water protection team by 2017. USWAs provide the water systems and communities more detailed information on the watershed or recharge area that supplies their well, spring or intake (the “drinking water source area”). Public water systems and local communities can use the information in the assessments to voluntarily develop and implement drinking water protection strategies.

Requirements for water quality monitoring of public water systems in Oregon provide some degree of assurance of safe drinking water; however, all systems are vulnerable to potential contamination. **One of the best ways to ensure safe drinking water and minimize future treatment costs is to develop local strategies designed to protect against potential contamination.** Not only will this add a margin of safety; it will also raise local community awareness of drinking water contamination risks and provide information about how communities and local landowners can help protect their drinking water sources.

### Using Place-Based Planning to Develop Protection Strategies

The drinking water source area for most communities lies partially, if not entirely, outside of their jurisdiction and may include several different governing agencies as well as a diverse mix of landowners, businesses and residents. When developing protection strategies, DEQ and OHA highly recommend that the water system and community involve potentially affected stakeholders early in the process to foster stakeholder awareness and trust in the resulting strategies.

*Oregon adopted an “Integrated Water Resources Strategy (IWRS)” in 2012 that provides recommendations for how to do a place-based and integrated approach to water resources planning.* This approach helps communities achieve the level of coordination and collaboration to successfully address local water quality and water quantity challenges, such as developing and implementing strategies to protect their drinking water sources. The IWRS Place-Based Planning guidelines describe elements to consider for building a collaborative process, characterizing water-related issues, quantifying existing and future water needs, developing a suite of solutions, and adopting and implementing the plan. More information about the process can be found in this Water Resources Department document:

[http://www.oregon.gov/owrd/LAW/docs/IWRS/2015\\_February\\_Draft\\_Place\\_Based\\_Guidelines.pdf](http://www.oregon.gov/owrd/LAW/docs/IWRS/2015_February_Draft_Place_Based_Guidelines.pdf)

### Strategies to Achieve Risk Reduction

The primary goal of the drinking water protection strategies should be to reduce or minimize the risks of pollution in the source water. It is highly improbable that one can

<sup>1</sup> All water systems using surface water will receive a USWA. Because of the number of water systems using groundwater in Oregon, the Oregon Health Authority has prioritized completing assessments for new Community and Non-Transient Non-Community water systems and systems that have added a new water source since their original source water assessment was completed.



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**Oregon Health Authority  
Drinking Water Program**  
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<http://www.healthoregon.org/dwp>

**Alternative formats**  
Alternative formats (Braille, large type) of this document can be made available. Contact DEQ's Office of Communications & Outreach, Portland, at (503) 229-5696, or toll-free in Oregon at 1-800-452-4011, ext. 5696.

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By: Sheree Stewart

*eliminate* risks in any area, but by applying one or more protection strategies, a community will be able to reduce the likelihood of pollutants affecting the water supply in the future. Potential strategies include both general management practices such as conservation or efficiency measures that will apply to the entire drinking water protection area and management practices that can be applied most appropriately by land-use category (commercial/industrial, agricultural/rural, forestry, residential/municipal, and miscellaneous). The following list provides some of the most common management options as an example to public water suppliers and communities:

## Example Strategies for Drinking Water Protection

### Non-Regulatory Options

**Notify and Educate the Public:** Contact property owners within the protection area so they are aware of the need for protection measures. Let them know this is voluntary. Focus educational efforts on basic information about the source water and the relationship between surface activities and the water quality; familiarity with the location of the protected area; basic information on sources of contamination; and effective strategies for safe management of all potential contaminants. Public education/notification can be accomplished using local news media outlets, letters to residents, letters to land owners/operators, and bill stuffers/customer mailings. Information signs could be placed adjacent to roadways entering the protection area. Include on the sign the name of the water system/jurisdiction and a phone number where callers can obtain more information or report releases.

**Use Technical Assistance Resources:** Work with local or state providers of technical assistance (e.g., DEQ's regional offices, Soil and Water Conservation Districts, OSU Extension) to encourage the use of best management practices for pollution prevention and waste reduction. Apply for grants or funding to provide financial incentives such as pollution prevention tax credits, low-interest loans or direct subsidies/cost sharing. Provide recognition for environmental friendly businesses and operations (e.g., green awards, plaques/door signs).

**Sponsor Hazardous Waste/Unused Chemical Collection:** Establishing a permanent location or holding one-day events to collect hazardous wastes from community residents (including households and small businesses) is an effective way to reduce risks posed by storing hazardous wastes or other chemicals within the protection area. Hold an amnesty (free-disposal) event for unused business or agricultural chemicals stored in the protection area. Set up a local materials exchange program (or publicize existing programs).

**Develop Spill Response Plans:** Encourage and assist your local fire department and transportation department with spill response planning. Jurisdictions within protection areas could develop specific spill response procedures to allow quicker response and notifications should a hazardous material spill or release occur. These can be integrated into your county's Emergency Management Plan. Contact the Oregon Department of Transportation (ODOT) for state highways.

**Acquire Land or Rights to Development:** Community ownership of as much as possible of the critical land areas within the protection area and managed for water quality protection provides some of the best assurance of long-term protection of the public water supply. Protection could be provided by ownership accomplished through methods such as capital or bond fund programs, or through easements and deed restrictions. Private non-profit land conservation organizations or local land trusts in your area can assist you in acquiring land within your protection area by conveyance to a trust, seeking donations, or direct land purchases for conservation.

### Local Regulatory Options

**Existing Regulations and Permits:** Take advantage of opportunities to provide public comment and input when existing regulatory programs are reviewing permits or programs which affect the siting, design, construction, operation or closure of facilities within your protection area. Ensure you are included on regulatory agency contact lists so that you receive announcements for public involvement opportunities. Consider participating in advisory group meetings for specific topics of interest. Ensure that the regulatory programs are aware of your protection area and request that compliance inspections or technical assistance is prioritized in critical areas.

**Land Use Controls (Zoning/Health Ordinances):** There are many different types of zoning tools. Your community can identify the protection area with an overlay map and enact specific requirements for land uses and development within these boundaries in order to protect public health. Ordinances applying to sites that pose a risk to water quality within the overlay area may include prohibition of various land uses (such as landfills or underground fuel storage tanks); subdivision controls (such as limiting density or requiring larger lot sizes); special permitting or siting requirements (i.e. placing limitations on the use of toxic and hazardous materials, pesticides, salts); and performance standards (i.e. requiring secondary containment for petroleum or chemical storage over a certain volume).



## How do communities use the Updated Source Water Assessments?

The Updated Source Water Assessment (USWA) provides the information for developing local protection strategies. The USWAs include details characterizing the source area and potential source water risks. It also provides key information that will allow the community to focus limited resources on higher-risk areas within the watershed or recharge zones for wells. The USWA information should be supplemented with local knowledge of the water system and community. The water system and community can refine the delineation of sensitive areas and identification of potential contamination sources through further research, local input and coordination with state agencies.

The USWA source area characterization should be reviewed to clarify the presence, location, operational practices, and actual risks of the identified facilities and land-use activities. Additional potential contaminant sources or sensitive areas may also be added based on local knowledge or additional research. Potential sources with low or no risk (such as landowners who have already incorporated best management practices into their operations to protect your source of drinking water) can be screened out or selected for low priority outreach or technical assistance. Local and state resources can then be directed to the highest priority potential problems in the drinking water source area.

Another way to use the information in the USWA is in developing the water system's contingency plan. Contingency planning focuses on potential threats to the drinking water supply (such as mechanical problems, chemical detections in the source water, chemical spills in the source area, or natural disasters) and the development of procedures to be followed should these events occur. Guidance for preparing a contingency plan and examples are available from OHA. Many contingency plan elements may have already been completed by public water systems as part of their required Emergency Response Plan. Additional elements can be added as drinking water source protection strategies are developed.

Public water systems may also find it necessary, as a result of either existing or projected increased demand, to explore the development of additional sources for drinking water. Drinking water source protection provides a mechanism that can be used to help select the best site and identify areas that should be protected now so they will provide quality drinking water in the future. Additionally, development of a new groundwater source in the vicinity of existing sources may modify the movement of groundwater in the subsurface, perhaps changing the shape and orientation of existing drinking water source areas. Evaluation of the significance of those changes should be addressed in the protection planning process to ensure that the management strategy in place will continue to protect the community's drinking water supply.

## Need assistance?

Drinking water source protection is already at work in Oregon. A number of Oregon communities are currently developing and implementing strategies to protect their drinking water source areas. Successful drinking water protection plans developed in Oregon are available to communities as templates or examples. Staff members at OHA and DEQ are available to provide assistance, and extensive written materials are available to local community groups or consultants to assist in developing drinking water protection plans or strategies.

Detailed information about developing drinking water source protection strategies can be found on DEQ's Drinking Water Protection Program website. The website also includes Updated Source Water Assessment methods and results, sample Drinking Water Protection Plans, information for schools, and links to many other useful sites:

<http://www.deq.state.or.us/wq/dwp/dwp.htm>

The OHA – Drinking Water Program website includes system characteristics, monitoring data, contacts for all public water systems in Oregon, drinking water standards, fact sheets on contaminants, information on the Safe Drinking Water Revolving Loan Fund, Consumer Confidence Reports, and more: <http://www.healthoregon.org/dwp>

Water systems or community members interested in the potential of developing drinking water protection strategies should contact the respective DEQ and OHA coordinators. Those systems using surface water sources should initially contact Sheree Stewart, Drinking Water Protection Program Coordinator, DEQ, Portland, (503) 229-5413. Groundwater-based water systems should initially contact Tom Pattee, Groundwater Coordinator, OHA, Springfield, (541) 726-2587 x24. As the state moves further into the protection phase of the Oregon program, DEQ and OHA will be able to direct individual requests for assistance to specific staff trained and experienced in that area, both within the state agencies and in other partner organizations.





## Appendix # 2

### Key to Figures and Tables including Notes and Symbols Updated Source Water Assessments

#### General Legend:

- Public water system surface water
- Public water system drinking water source
- Nearby public water system surface water
- Nearby public surface water system drinking water source area
- Stream (NHD)
- Interstate
- U.S. Routes
- Oregon Routes
- City limits (ODOT, 2013)
- Urban Growth Boundary
- County Boundary

#### Erosion Potential:

- Streams (NHD) with high erosion potential
- Lake (NHD) with high erosion potential

#### Landslide Information

- Landslide Deposits (non-rock material, includes earth and debris slides, flows, slumps, falls and complex) (DOGAMI SLIDO3.2)
- Scarp Flanks (DOGAMI SLIDO-3.2)
- Scarps (DOGAMI SLIDO-3.2)

#### Land Ownership/Use:

- Private Non-Industrial/Urban (includes residential, municipal, commercial, industrial, and rural residential land uses)
- Agriculture (Ag Zoning (BLM) and NASS 2013)
- Private Industrial Forests (ODF data); Lands Managed by Private Industry (BLM)
- Local Government
- State Dept. of Forestry
- State - Other
- Bureau of Land Management
- U.S. Forest Service
- Federal - Other
- Bonneville Power
- Bureau of Indian Affairs
- Undetermined
- Water

#### Potential Sources of Pollutants identified in State and Federal Regulatory Databases:

- Boating access sites (OSMB as of 1/2016)
- Confined Animal Feeding Operations (ODA as of 1/2016)
- Dry Cleaner, Active (DEQ as of 1/2016)
- Dry Cleaner, Dry Store (DEQ as of 2015)
- Dry Cleaner, Closed (DEQ as of 2015)
- Dry Cleaner, Inactive (DEQ as of 2015)
- Dry Cleaner, Solvent Supplier (DEQ as of 2015)
- Environmental cleanup site with known contamination (DEQ as of 01/2016)
- Environmental cleanup site No Further Action required or otherwise lower risk (DEQ as of 01/2016)
- Hazardous Material Large Quantity Generator (DEQ - HW as of 1/02/2016)
- Hazardous Material Small Quantity or Conditionally Exempt Generator (DEQ - HW as of 1/02/2016)
- Hazardous Material Transport, Storage, and Disposal sites (DEQ - HW as of 1/2016)
- Hazardous Substance Information System (OSFM as of 2009)
- Hazardous Substance Information System - AST (OSFM as of 2009)
- Leaking underground storage tank - Confirmed (DEQ as of 9/2012) (Location will likely need verification.)
- Leaking underground storage tank with No Further Action required or otherwise lower risk (DEQ as of 9/2015) (Location will likely need verification.)
- Mining permits (DOGAMI as of 1/16/2014)
- Oil and Gas wells (permitted only) (DOGAMI as of 7/2016)
- Original Source Water Assessment Potential Contaminant Source - Area-wide source (DEQ as of 2005)
- Original Source Water Assessment Potential Contaminant Source - Point source (DEQ as of 2005)
- Other Source Water Assessment Potential Contaminant Source - SWA Update (OHA/DEQ as of 2016)
- School Locations OR (DHS as of 2015)
- Solid Waste sites (DEQ - SW as of 1/25/2016)
- Underground Injection Control - Non-stormwater (UIC - DEQ as of 9/12/2016)
- Underground Injection Control - Stormwater (UIC - DEQ as of 9/12/2016)
- Underground Storage Tanks (DEQ as of 1/25/2016) (Location will likely need verification.)
- Water Quality domestic wastewater treatment sites (DEQ - SIS as of 1/25/2016)
- Water Quality permits (DEQ - SIS as of 1/25/2016)
- Major route stream crossings and bridges (ODOT - 2013)
- Water Quality effluent outfalls (DEQ - WQ as of 2009)
- Water Quality Concern; lakes - Cat3 (DEQ - 2012)
- Major route stream crossings & bridges (ODOT - 2013)
- Water quality limited stream/lake, DEQ 303(d) list Cat 4A or 5, TMDL approved or needed (DEQ - 2012)
- Water Quality Concern stream/lake, DEQ 303(d) Cat.3, Insufficient Data (DEQ - 2012)



## Appendix # 2

### Key to Figures and Tables including Notes and Symbols Updated Source Water Assessments

#### Notes

**(1) DWSA** - drinking water source area - delineated as the 5th-field watershed upstream of the intake. Note that Oregon's surface water source areas are delineated intake to intake. For watersheds with more than one intake, the DWSA is the watershed segment from the PWSs intake to the next intake upstream. All protection areas upstream of a specific water system's intake are included in the drinking water source area for that water system and PWSs are encouraged to work with other water providers and other entities within the Subbasin as they evaluate potential sources and move forward with developing protection strategies.

**(2)** There are independent public water systems that purchase water from the water systems listed and distribute it within their service areas. The total population served listed includes these "wholesale" customers and the total number of PWSs using the source water is also provided.

#### **(3) Land Ownership/Use**

The dataset is a combination of multiple datasets and was developed by DEQ in 02/2015. The primary dataset is from Bureau of Land Management BLM (OWNERSHIP\_POLY.shp dated 06/20/2013) obtained from BLM at: <http://www.blm.gov/or/gis/data-details.php?id=425>. Publication date: 20130718. The dataset has been modified by grouping land owner categories in order to simplify data display on the map and using geospatial techniques to add additional data to capture the following land uses:

- agricultural land using a combination of the National Agricultural Statistics Service (NASS) data from Natural Resource Conservation Service (2007 "cdl\_awifs\_r\_or\_2007.tif") and agricultural land zoning from OR Dept. of Land Conservation and Development (note that public water systems may obtain more detailed information on potential crop types using the US Department of Agriculture National Agricultural Statistics Service "CropScape-cropland data layer." Available at <https://nassgeodata.gmu.edu/CropScape/>),
- private industrial forests using Oregon Dept. of Forestry's (ODF) "Private\_Industrial\_2006\_ORLambert.shp" last updated in 2013,
- local government land combined from BLM ownership, tax lot ownership information from local county tax lot data and "OR Map" on-line application: <http://www.ormap.net/>, and
- all other categories (BLM, USFS, State, etc) from BLM 06202013 data. Note that Private Non-Industrial/Urban includes residential, municipal, commercial, industrial, and rural residential land uses.

Because of the nature of combining multiple datasets, minor discrepancies will be seen in some maps especially at larger scales. Public water systems and communities could use tax lot data available from the counties or other datasets to further refine the analysis if higher accuracy is needed.

#### **(4) High Soil Erosion Potential**

This layer was developed in accordance with the methods detailed in Oregon's Source Water Assessment program to assist public water systems prioritize drinking water protection strategies within their source area and was updated in 2016 using with Natural Resource Conservation Service (NRCS) 1:24,000 Soil Survey Geographic Database (SSURGO) and State Soil Geographic Database (STATSGO) data downloaded 25OCT2016. High Soil Erosion Potential for non-Forest Service lands with steeper slopes is determined by combining the effects of slope and the soil erodibility factor ("K-factor") using SSURGO and STATSGO data. The K-factor quantifies the susceptibility of soil particles to detachment and movement by water including the effects of rainfall, runoff, and infiltration. Soils with "high" soil erodibility ratings are considered sensitive to extensive ground disturbance such as some yarding methods and road building activities. Soils classified as "high" include soil with slopes of 30% (or greater) and K-factors (kfactor - rock free) of 0.25 (or greater). Soil Resource Inventory (SRI) information from the US Forest Service was used to determine erosion potential on National Forest lands. Erosion potential for soils represented in the SRI data is based on available representative data attributes such as sedimentation yield potential, sediment, or surface soil erosion potential. Specific information on the factors used for each National Forest to evaluate sensitivity is available from DEQ upon request. For future assessment on flatter terrains or in areas where K-factor is not available, a comparable approach will be developed and vetted with input from Natural Resource Conservation Service and others.



## Appendix # 2

### Key to Figures and Tables including Notes and Symbols Updated Source Water Assessments

#### **(5) Landslide Information**

OR Department of Geology and Mineral Industries (DOGAMI) Statewide Landslide Information Database of Oregon Release 3.2 (SLIDO-3.2). Includes earth and debris slides, flows, slumps, falls and complex landslide types. Does not include rock material landslide deposits. The landslide data set is published to improve the understanding of landslide hazards in Oregon and to provide a statewide base level of landslide data. This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information. This publication cannot substitute for site-specific investigations by qualified practitioners. Site-specific data may give results that differ from the results shown in the publication. For more information see: <http://www.oregongeology.org/sub/slido/>

OR DEQ's Water Quality Program is currently working with DOGAMI to develop and provide a more detailed landslide potential analysis for public water systems. Contact Oregon DEQ's Environmental Solutions Division/Water Quality Program for further information on the analysis. If data is available for the specific area, DEQ will provide the more detailed landslide analysis to the public water system.

**(6) Safe Drinking Water Information System (SDWIS)** data is obtained from Oregon Health Authority's Data Online available at <https://yourwater.oregon.gov/>.

- "Significant detections" indicate water quality tests with analytical results greater than the detection limit (for volatile and synthetic organic compounds (VOCs and SOC)) or one-half of the maximum allowable contaminant level (for inorganic compounds (IOC), arsenic and nitrate). Significant detections are not water quality violations but may require follow-up actions by the OHA Drinking Water Program. Significant detections are available as "alerts" in OHAs Data Online.
- Maximum Contaminant Level (MCL) Violations indicate samples that exceed the MCL and may be based on an average of samples or violation of a treatment technique (i.e. lead and copper rule). Maximum Contaminant levels and action levels for chemicals are available OAR 333-061-0030. Does not include violations for late/non-reporting or treatment/distribution system deficiencies.
- A full list of tested and regulated volatile organic chemicals, synthetic organic chemicals and inorganic compounds and disinfection byproducts is provided in OAR 333-061-0030 and OAR 333-061-0036. Only regulated chemicals are reported in SDWIS. It is important to note that public water system compliance data is collected after drinking water treatment, typically at the entry point to the distribution system.

**(7) DEQ/OHA source water monitoring project** samples were collected between 2008 and 2012 and analyzed for several hundred compounds, including Oregon-specific herbicides, insecticides, pharmaceuticals, volatile organic compounds (including cleaners), fire retardants, polycyclic aromatic hydrocarbons (organic compounds produced as byproducts of fuel burning) and plasticizers. Only the contaminants that were detected are listed. The concentrations of compounds listed were detected at very low levels well below existing standards and guidelines and are well within acceptable limits. The primary objective of this ongoing monitoring program is to identify priorities for drinking water protection through water quality data. Water quality samples are taken from raw source waters, not treated drinking water. A comprehensive list of analytical methods, compounds, and detection limits is available in each Analytical Report (search DEQ database or by request) and information is summarized at <http://www.deq.state.or.us/wq/dwp/monitoring.htm>.



## Appendix # 2

### Key to Figures and Tables including Notes and Symbols Updated Source Water Assessments

#### Inventory of Potential Sources of Pollution (Table 2 and Figures)

This information is intended to supplement the original Source Water Assessment completed for the water system between 2000 and 2005 by DEQ and Oregon Health Authority. This update should be used in conjunction with the original inventory. DEQ can provide more information on potential impact, risk and status as the public water system moves into developing protection strategies.



The inventory of potential sources of pollution is based on the readily-available state and federal regulatory databases listed below and general categories of land use/ownership. The primary intent is to identify and locate significant potential sources of contaminants of concern. Areas with agricultural, septic systems, or managed forests are generally not identified in the regulated databases but are presented in the figures as a factor of land ownership/use.

It is important to remember that the sites and areas identified are only potential sources of contamination to the drinking water. Water quality impacts are not likely to occur when contaminants are used and managed properly and land use activities occur in such a way as to minimize erosion and contaminant releases.

It is highly recommended that the community “enhance” or refine the delineation of the sensitive areas and the identification of the potential contamination sources through further research and local input. If there were no potential sources of contamination identified during the review of regulatory databases or community’s enhanced inventory, the water system and community should consider the potential for future development to impact the source water.

Table 2 Header	Description
Database Identifier (DB_ID)	Database Type and site name for identified potential pollutant
Site Identifier (Site ID)	Program specific identifier. This is the number or name used to look the site up in the programs regulatory database.
Status	Select information on the site that helps to evaluate potential risk to water quality
Common Name, Address, City	Common Name, Address and City as listed in the regulatory database. Note that some sites may have addresses associated with responsible party, not the physical location of the site.
County	County site is located in
Retrieval Date (Ret_Date)	Date the information was retrieved from the individual programs regulatory database
Data Source	Source for geographic information system (GIS) data


















#### State and Federal Regulatory Database Information

CAFO		Oregon Department of Agriculture's Confined Animal Feeding Operation database of livestock owners. Includes permitted, non-permitted, and applications. Status indicates facility designation and animal type. Permits typically address conditions for animal waste management. More information at <a href="http://www.oregon.gov/ODA/programs/NaturalResources/Pages/CAFO.aspx">http://www.oregon.gov/ODA/programs/NaturalResources/Pages/CAFO.aspx</a>
DOGAMI		Oregon Department of Geology and Mineral Industries list of mining sites. Status includes permit status and primary material extracted.



## Appendix # 2

### Key to Figures and Tables including Notes and Symbols Updated Source Water Assessments

<b>DC</b>   Active  Dry Store  Closed  Inactive  Solvent Supplier	<p>DEQ Dry Cleaners list</p> <p>Status indicates Facility type and information on historic and current solvent use:</p> <p>Facility Type:</p> <p><i>Dry Cleaner</i> - currently active</p> <p><i>Dry Store</i>: current 'dry store': pickup and drop off point that does not have a dry cleaning machine on site. These sites may still pose a risk as the industry has consolidated over past decades, so many of these used to be dry cleaners and may have contamination.</p> <p><i>Closed site</i>: There is no longer a dry cleaner or dry store on site, and the site has not opted to stay in the program as 'inactive'. Note that when a site changes ownership, the old Dry Cleaner ID (DCID) may be identified as Closed and a new dry cleaner record may be added for the new owner resulting in the potential for on address to have more than one status</p> <p><i>Listed Inactive</i>: Site is no longer a dry cleaner or dry store but the property owner or former operator has opted to continue paying dry cleaner program fees in order to maintain their liability protection &amp; cleanup coverage.</p> <p><i>Solvent Supplier</i>: This may be a chemical supply businesses or individual dry cleaner that imports their own solvent from out-of-state</p> <p>SolventBefore1998: true if dry cleaning solvent was used at this site prior to spill prevention regulations that came in around 1998. If this field is true, there's a higher likelihood that there may be contamination on site.</p> <p>PercUseOngoing: true if perchloroethylene solvent is currently used at the site.</p>
<b>DWP-PCSs</b>   area wide  point source	<p>Potential sources of contamination (PCS) identified by the DEQ and Oregon Health Authority drinking water protection (DWP) program in the original source water assessments completed between 2000 and 2005. Status includes DEQ's potential contaminant source Code (i.e. M31 or R15), Source type (P= point source, A=Area wide source) and a description of the land use type. Note that sources classified as "Area-wide" were marked at a point on the map closest to the intake, well or spring. Additional detailed maps can be provided upon request for source areas where DWP PCSs are not shown on maps to improve map clarity.</p>
<b>DWP-PCS (update)</b> 	<p>Potential sources of contamination (PCS) identified by the OHA or DEQ in the Source Water Assessment updates completed in 2016 and 2017. May include information from interviews with public water system operators, field visits, aerial photograph or topographic map review.</p>
<b>ECSI</b> 	<p>DEQ Environmental Cleanup Site Information database. Includes the U.S. EPA National Priorities List (NPL) and the U.S. EPA Comprehensive Environmental Response, Compensation and Liability Information System (CERCLA) list. Includes sites where further assessment or action is needed. More information available at <a href="http://www.deq.state.or.us/lq/ECSI/ecsi.htm">http://www.deq.state.or.us/lq/ECSI/ecsi.htm</a></p>
<b>ECSI-NFA</b> 	<p>DEQ Environmental Cleanup Site Information database site where no further action (NFA) is required. Public water system may consider verifying with DEQ that standards used during site investigation were protective of drinking water.</p>
<b>HW</b>  LQG  SQG or CEG	<p>DEQ Hazardous Waste generators that submit an annual report to DEQ. This list includes active facilities in HazWaste.NET (<a href="http://www.deq.state.or.us/lq/hw/hwrptonlineforms.htm">http://www.deq.state.or.us/lq/hw/hwrptonlineforms.htm</a>). Status includes information on generator size including LQG (Large Quantity Generator), SQG (Small Quantity Generator), CEG (Conditionally Exempt Generator), and Unknown (may be used oil or universal waste activities or old generators that require further assessment).</p>
<b>HW/TSD</b> 	<p>DEQ Hazardous Waste Program registered sites that treat, store or dispose of hazardous waste. Includes both active and inactive sites in the process of closing or in post-closure care that are registered in HazWaste.NET (<a href="http://www.deq.state.or.us/lq/hw/hwrptonlineforms.htm">http://www.deq.state.or.us/lq/hw/hwrptonlineforms.htm</a>).</p>
<b>LUST</b> 	<p>DEQ leaking underground storage tank (LUST) list - includes sites that have reported releases from petroleum-containing underground storage tanks, including residential heating oil tanks, regulated tanks at gas stations and other commercial facilities, and non-regulated tanks.</p>
<b>LUST-NFA</b> 	<p>DEQ leaking underground storage tank (LUST) list where no further action (NFA) is required or cleanup is completed. PWS may consider verifying with DEQ that standards used during site investigation were protective of drinking water.</p>
<b>Oil &amp; Gas Wells</b> 	<p>Oil and Gas wells from OR Department of Geology and Mineral Industries. Only includes wells with a status of "permitted".</p>
<b>OSMB</b> 	<p>Oregon State Marine Board's Boating Access Sites.</p>





## Appendix # 2

### Key to Figures and Tables including Notes and Symbols Updated Source Water Assessments

<b>School</b>		School as identified by Department of Human Services. Further evaluation may be needed to identify if school has onsite/septic system, pesticide use, chemistry lab, vehicle maintenance, or other potential contaminant sources.
<b>SFM-HSIS AST</b>		Aboveground storage tank(s) as identified in the State Fire Marshall Hazardous Material Information System (HMIS) site list. Aboveground tanks storing gas products were not included since gaseous compounds rarely pose a threat to surface water or groundwater. Additional information on material stored and tank size is available upon request.
<b>SFM (HSIS)</b>		State Fire Marshall Hazardous Material Information System (HMIS) site list. Status indicates number of different chemicals stored on site. A full list of chemicals with information on storage type and a range of amounts is available on request. Information on materials in a gas-form was not included in the chemical counts since gaseous compounds rarely pose a threat to surface water or groundwater.
<b>Stream Crossing/Bridge</b>		Oregon Department of Transportation structure in the "Bridge" layer for interstates, highways, or Oregon Routes. Does not include crossings over ODOT 2012 Roads layer. Includes some culverts. Name indicates water body (or other structure) crossed and the highway/route name.
<b>SW</b>		DEQ Active Solid Waste Disposal Permits list. Status includes permit type and activity (active, terminated, closure, pending). Solid waste disposal site permits are issued for the following facility types: landfill, solid waste treatment, transfer station/material recovery, composting, incineration, conversion technology, and energy recovery.
<b>UIC – Stormwater</b>		DEQ Underground Injection Control (UIC) list of facilities with registered underground injection control systems that manage Stormwater. Status includes type and number of UIC wells registered.
<b>UIC – Non-Stormwater</b>		DEQ Underground Injection Control (UIC) facilities with registered underground injection control systems that do not manage stormwater. Status includes type and number of UIC wells registered.
<b>UST</b>		DEQ registered underground storage tank (UST) list with details on number of tanks that are upgraded to current standards, decommissioned and with unknown status that require further assessment.
<b>WQ SIS</b>		DEQ Site Information System (SIS) which includes Water Pollution Control Facility (WPCF) permits where discharge to surface water is not allowed and National Pollutant Discharge Elimination System (NPDES) permits for "point source" discharges into surface water. Includes both individual permits (site specific) and general permits covering a category of similar discharges.
<b>WQ SIS-WWTP</b>		Subset of water quality Site Information System (SIS) for domestic wastewater treatment plants that discharge to surface water
<b>WQ SIS Outfalls</b>		Water quality effluent outfalls - location of permitted outfall to water body. May vary from facility address or permitted activity location.
<b>WQL Streams/Lakes</b> TMDL approved or needed Insufficient data		Streams and lakes identified by DEQ under Section 303(d) of the Clean Water Act as Water Quality Limited and either having (Category 4A) or needing (Category 5) a Total Maximum Daily Load pollutant load limit. Streams and lakes with insufficient data (Category 3) to make a determination are also shown. Based on Oregon's 2012 Integrated Report and 303(d) list. Contact DEQ basin coordinator for more information ( <a href="http://www.deq.state.or.us/WQ/TMDLs/docs/basincoordinators.pdf">http://www.deq.state.or.us/WQ/TMDLs/docs/basincoordinators.pdf</a> )
<b>Transportation Sources</b>		
<b>Interstate/Highway</b> Interstate U.S. Roads Oregon Routes		Oregon Department of Transportation interstate, highway, road or route identified in the Integrated Transportation Information System database.
<b>Roads</b>		Oregon Department of Transportation 2012 Roads layer - note roads are usually mapped by section so there will be many duplications of road names.
<b>Railways</b>		Railways
<b>Stream Crossing/Bridge</b>		Oregon Department of Transportation structure in the "Bridge" layer for interstates, highways, or Oregon Routes. Does not include crossings over ODOT 2012 Roads layer. Includes some culverts. Name indicates water body (or other structure) crossed and the highway/route name.



## Appendix #3

### Technical Information and Factsheets for Water Quality

**PLEASE NOTE:** The Internet URL Addresses listed in this document were included as a convenience for the users of this document. All URL Addresses were functional at the time this publication was last updated (September 2016). For active links, this list is located at <http://www.oregon.gov/DEQ/WQ/pages/index.aspx>

General Water Quality Information	
Handbook for Developing Watershed Plans to Restore and Protect Our Waters (EPA)	<a href="https://www.epa.gov/polluted-runoff-nonpoint-source-pollution/handbook-developing-watershed-plans-restore-and-protect">https://www.epa.gov/polluted-runoff-nonpoint-source-pollution/handbook-developing-watershed-plans-restore-and-protect</a>
Water Quality Model Code and Guidebook (DLCD)	<a href="http://www.oregon.gov/LCD/pages/waterqualitygb.aspx">http://www.oregon.gov/LCD/pages/waterqualitygb.aspx</a>
DEQ Toxics Reduction Strategy	<a href="http://www.deq.state.or.us/toxics/docs/ToxicsStrategyNov28.pdf">http://www.deq.state.or.us/toxics/docs/ToxicsStrategyNov28.pdf</a>
Oregon's Groundwater Protection Program – who does what? (DEQ)	<a href="http://www.deq.state.or.us/wq/groundwater/agencies.htm">http://www.deq.state.or.us/wq/groundwater/agencies.htm</a>
Groundwater Basics for Drinking Water Protection (DEQ)	<a href="http://www.deq.state.or.us/wq/pubs/factsheets/drinkingwater/GroundwaterBasics.pdf">http://www.deq.state.or.us/wq/pubs/factsheets/drinkingwater/GroundwaterBasics.pdf</a>
Protecting Oregon's Groundwater from Contamination (OSU)	<a href="http://groundwater.orst.edu/groundwater/">http://groundwater.orst.edu/groundwater/</a>
Oregon Climate Change Research Institute	<a href="http://occri.net/">http://occri.net/</a>
Climate Impacts in the Northwest (EPA)	<a href="http://www3.epa.gov/climatechange/impacts/northwest.html">http://www3.epa.gov/climatechange/impacts/northwest.html</a>
Climate science, data, tools, and information (NOAA)	<a href="http://www.noaa.gov/climate.html">http://www.noaa.gov/climate.html</a>
Harmful Algae Blooms (OHA) FAQs, guidelines for lake managers and outreach materials	<a href="https://public.health.oregon.gov/HealthyEnvironments/Recreation/HarmfulAlgaeBlooms/Pages/index.aspx">https://public.health.oregon.gov/HealthyEnvironments/Recreation/HarmfulAlgaeBlooms/Pages/index.aspx</a>
Harmful Algal Blooms (DEQ) - agency strategy, actions to control/eliminate & prevention	<a href="http://www.deq.state.or.us/wq/algae/algae.htm">http://www.deq.state.or.us/wq/algae/algae.htm</a>
Residential Areas, Parks and Golf Courses	
Domestic Well Safety Program (OHA) – Resources and contacts for domestic/private wells	<a href="http://public.health.oregon.gov/HealthyEnvironments/DrinkingWater/SourceWater/DomesticWellSafety/Pages/index.aspx">http://public.health.oregon.gov/HealthyEnvironments/DrinkingWater/SourceWater/DomesticWellSafety/Pages/index.aspx</a>
Well Water Program (OSU)- tech. assistance for domestic/private wells & septic systems	<a href="http://wellwater.oregonstate.edu/">http://wellwater.oregonstate.edu/</a>
Oregon's Domestic Well Testing Program for Real Estate Transactions	<a href="http://public.health.oregon.gov/HealthyEnvironments/DrinkingWater/SourceWater/DomesticWellSafety/Pages/Testing-Regulations.aspx">http://public.health.oregon.gov/HealthyEnvironments/DrinkingWater/SourceWater/DomesticWellSafety/Pages/Testing-Regulations.aspx</a>
After You Buy: Wells, Septic Systems, and a Healthy Homesite (NRCS)	<a href="http://www.nrcs.usda.gov/Internet/FSE_DOCUMENTS/nrcs142p2_042403.pdf">http://www.nrcs.usda.gov/Internet/FSE_DOCUMENTS/nrcs142p2_042403.pdf</a>
Household Hazardous Waste Program website (DEQ)	<a href="http://www.deq.state.or.us/lq/sw/hhw/index.htm">http://www.deq.state.or.us/lq/sw/hhw/index.htm</a>
Household Hazardous Waste - locally-sponsored collection programs	<a href="http://www.deq.state.or.us/lq/sw/hhw/collection.htm">http://www.deq.state.or.us/lq/sw/hhw/collection.htm</a>
Household Pharmaceutical Waste Disposal (OHA)	<a href="https://public.health.oregon.gov/HealthyEnvironments/DrinkingWater/SourceWater/Pages/takeback.aspx">https://public.health.oregon.gov/HealthyEnvironments/DrinkingWater/SourceWater/Pages/takeback.aspx</a>

<b>Residential Areas, Parks and Golf Courses (cont.)</b>	
Household Hazardous Wastes (EPA)	<a href="https://www.epa.gov/hw/household-hazardous-waste-hhw">https://www.epa.gov/hw/household-hazardous-waste-hhw</a>
Recycle Used Motor Oil Resources (EPA)	<a href="https://www.epa.gov/recycle/managing-reusing-and-recycling-used-oil">https://www.epa.gov/recycle/managing-reusing-and-recycling-used-oil</a>
Frequently Asked Questions About Heating Oil Tanks (DEQ)	<a href="http://www.deq.state.or.us/lq/tanks/hot/homeowners.htm">http://www.deq.state.or.us/lq/tanks/hot/homeowners.htm</a>
Proper Care/Maintenance of Heating Oil and Other Unregulated Tank Systems	<a href="http://www.deq.state.or.us/lq/pubs/factsheets/tanks/hot/ProperCareMaintenance.pdf">http://www.deq.state.or.us/lq/pubs/factsheets/tanks/hot/ProperCareMaintenance.pdf</a>
Oregon resources for on-site septic systems (DEQ)	<a href="http://www.oregon.gov/deq/WQ/Pages/onsite/SepticSmartHome.aspx">http://www.oregon.gov/deq/WQ/Pages/onsite/SepticSmartHome.aspx</a>
Oregon's Onsite Wastewater Management Program (Septic Systems) (DEQ)	<a href="http://www.deq.state.or.us/wq/onsite/onsite.htm">http://www.deq.state.or.us/wq/onsite/onsite.htm</a>
Local Outreach Toolkit for Septic Systems (EPA)	<a href="https://www.epa.gov/septic/septic-systems-outreach-toolkit">https://www.epa.gov/septic/septic-systems-outreach-toolkit</a>
A Homeowners Guide to Septic Systems (EPA)	<a href="http://www.nesc.wvu.edu/pdf/ww/septic/epa_septic_guide.pdf">http://www.nesc.wvu.edu/pdf/ww/septic/epa_septic_guide.pdf</a>
Septic Tank Maintenance (DEQ)	<a href="http://www.deq.state.or.us/wq/pubs/factsheets/onsite/septictankmaint.pdf">http://www.deq.state.or.us/wq/pubs/factsheets/onsite/septictankmaint.pdf</a>
Septic Systems OSU Extension website (OSU)	<a href="http://wellwater.oregonstate.edu/septic-systems-0">http://wellwater.oregonstate.edu/septic-systems-0</a>
Groundwater protection and your septic system (National Small Flows Clearinghouse)	<a href="http://www.nesc.wvu.edu/pdf/ww/septic/septic_tank3.pdf">http://www.nesc.wvu.edu/pdf/ww/septic/septic_tank3.pdf</a>
Combating Illegal Dumping (DEQ)	<a href="http://www.deq.state.or.us/lq/sw/disposal/illegaldumping.htm">http://www.deq.state.or.us/lq/sw/disposal/illegaldumping.htm</a>
Water Well Owner's Handbook & other related guidance documents (WRD)	<a href="http://www.oregon.gov/owrd/pages/pubs/index.aspx">http://www.oregon.gov/owrd/pages/pubs/index.aspx</a>
Oregon Water Resources Department	<a href="http://egov.oregon.gov/OWRD/">http://egov.oregon.gov/OWRD/</a>
Disposal of Chlorinated Water from Swimming Pools and Hot Tubs (DEQ)	<a href="http://www.deq.state.or.us/wq/pubs/factsheets/wastewater/bmpchlorwaterdisp.pdf">http://www.deq.state.or.us/wq/pubs/factsheets/wastewater/bmpchlorwaterdisp.pdf</a>
Source Water Protection Publications (EPA) for managing various including: Septic Systems Turfgrass and Garden Fertilizer Application Small-Scale Application of Pesticides Small Quantity Chemical Use Pet and Wildlife Waste Storm Water Runoff	<a href="http://www.deq.state.or.us/wq/dwp/assistance.htm">http://www.deq.state.or.us/wq/dwp/assistance.htm</a>
Integrated Plant Protection Center (OSU)	<a href="http://ipmnet.org/">http://ipmnet.org/</a>
National Pesticide Information Center	<a href="http://npic.orst.edu/">http://npic.orst.edu/</a>
Integrated Pest Management and Pesticide Safety for Schools (OSU)	<a href="http://www.ipmnet.org/Tim/PSEP_home.htm">http://www.ipmnet.org/Tim/PSEP_home.htm</a>
School Lab Cleanout Program (DEQ)	<a href="http://www.deq.state.or.us/lq/labcleanout.htm">http://www.deq.state.or.us/lq/labcleanout.htm</a>
Golf Course Integrated Pest Management (IPM) tool and BMP Generator	<a href="http://www.greengolfusa.com/tiki-index.php">http://www.greengolfusa.com/tiki-index.php</a>
EcoBiz Certified Landscapers and Auto Repair Shops	<a href="http://ecobiz.org/find-an-ecobiz/">http://ecobiz.org/find-an-ecobiz/</a>



<b>Agriculture/Forestry Land Uses (cont.)</b>	
Tips for Small Acreages in Oregon (NRCS) - Fact Sheets on wells, septic systems, animals, crops, weeds, streamside erosion protection. Includes specific factsheets for Eastern and Western Oregon.	<a href="http://www.nrcs.usda.gov/wps/portal/nrcs/detail/or/newsroom/?cid=nrcs142p2_046062">http://www.nrcs.usda.gov/wps/portal/nrcs/detail/or/newsroom/?cid=nrcs142p2_046062</a>
Source Water Protection Pubs (EPA) for managing various activities including: Agricultural Fertilizer Application Large-Scale and Small-Scale Application of Pesticides Livestock, Poultry and Horse Waste Above Ground and Underground Storage Tanks Small Quantity Chemical Use Turfgrass and Garden Fertilizer Application	<a href="http://www.deq.state.or.us/wq/dwp/assistance.htm">http://www.deq.state.or.us/wq/dwp/assistance.htm</a>
Oregon Small Farms (OSU Extension) Information on Crops, Grains, Livestock, Pastures, and Soils (see tabs at top of page for multiple resources)	<a href="http://smallfarms.oregonstate.edu/">http://smallfarms.oregonstate.edu/</a>
Oregon Pesticide Stewardship Partnerships and Waste Pesticide Collection Events	<a href="http://www.oregon.gov/oda/programs/pesticides/water/pages/pesticidestewardship.aspx">http://www.oregon.gov/oda/programs/pesticides/water/pages/pesticidestewardship.aspx</a>
Managing Waste Pesticide (DEQ)	<a href="http://www.deq.state.or.us/lq/hw/pesticide.htm">http://www.deq.state.or.us/lq/hw/pesticide.htm</a>
Oregon Department of Agriculture (ODA) – resources for reducing impacts	<a href="http://www.oregon.gov/oda/Pages/default.aspx">http://www.oregon.gov/oda/Pages/default.aspx</a>
Soil and Water Conservation Districts (OACD) – technical assistance for rural landowners, family forests and growers	<a href="http://oacd.org/conservation-districts/directory">http://oacd.org/conservation-districts/directory</a>
Natural Resources Conservation Service, Oregon (NRCS)	<a href="http://www.or.nrcs.usda.gov/">http://www.or.nrcs.usda.gov/</a>
NRCS Financial Assistance Programs	<a href="http://www.nrcs.usda.gov/wps/portal/nrcs/main/or/programs/financial/">http://www.nrcs.usda.gov/wps/portal/nrcs/main/or/programs/financial/</a>
Oregon Department of Fish and Wildlife Hatchery Information (ODFW)	<a href="http://www.dfw.state.or.us/fish/hatchery/">http://www.dfw.state.or.us/fish/hatchery/</a>
Animal Care and Handling Facilities (from California stormwater program)	<a href="https://www.casqa.org/sites/default/files/BMPHandbooks/BMP_IndComm_Appendix_D.pdf">https://www.casqa.org/sites/default/files/BMPHandbooks/BMP_IndComm_Appendix_D.pdf</a>
Managing Small-acreage Horse Farms (OSU)	<a href="https://catalog.extension.oregonstate.edu/ec1558/viewfile">https://catalog.extension.oregonstate.edu/ec1558/viewfile</a>
Irrigation well use and maintenance	See resources for domestic wells under Information for Residential Areas
Oregon State University Forestry & Natural Resources Extension Program	<a href="http://extensionweb.forestry.oregonstate.edu/">http://extensionweb.forestry.oregonstate.edu/</a>
Oregon Department of Forestry Stewardship Foresters	<a href="http://www.oregon.gov/ODF/Working/Pages/FindAForester.aspx">http://www.oregon.gov/ODF/Working/Pages/FindAForester.aspx</a>
Oregon Department of Forestry Grants and Incentives	<a href="http://www.oregon.gov/ODF/AboutODF/Pages/GrantsIncentives.aspx">http://www.oregon.gov/ODF/AboutODF/Pages/GrantsIncentives.aspx</a>
US Department of Agriculture Pacific Northwest Research Station	<a href="http://www.fs.fed.us/pnw/">http://www.fs.fed.us/pnw/</a>
US Department of Agriculture Forest Incentive Programs Available in Oregon	<a href="http://www.srs.fs.usda.gov/econ/data/forestincentives/or.htm">http://www.srs.fs.usda.gov/econ/data/forestincentives/or.htm</a>
US Forest Service State & Private Forestry–Cooperative Forestry, Forest Health Protection, Sustainable Development & Urban/ Community Forestry	<a href="http://www.fs.fed.us/spf/">http://www.fs.fed.us/spf/</a>
Water quality impacts information from US Forest Service - Part III: Chapter 10: Forest Management; Chapter 13: Pesticides and Part IV: Chapter 14-16 Animals	<a href="http://www.srs.fs.fed.us/pubs/gtr/gtr_srs039/">http://www.srs.fs.fed.us/pubs/gtr/gtr_srs039/</a>

<b>Agriculture/Forestry Land Uses (cont.)</b>	
National Management Measures to Control Nonpoint Source Pollution from Forestry (EPA)	<a href="http://water.epa.gov/polwaste/nps/forestry/forestrymgmt_index.cfm">http://water.epa.gov/polwaste/nps/forestry/forestrymgmt_index.cfm</a>
Managing Nonpoint Source Pollution from Forestry (EPA)	<a href="https://www.epa.gov/polluted-runoff-nonpoint-source-pollution/forestry-additional-resources">https://www.epa.gov/polluted-runoff-nonpoint-source-pollution/forestry-additional-resources</a>
Oregon Forest Practices Act	<a href="https://www.oregon.gov/ODF/Working/Pages/FPA.aspx">https://www.oregon.gov/ODF/Working/Pages/FPA.aspx</a>
Forest Practices Board Manual (Washington Dept. of Natural Resources)	<a href="http://www.dnr.wa.gov/about/boards-and-councils/forest-practices-board/rules-and-guidelines/forest-practices-board-manual">http://www.dnr.wa.gov/about/boards-and-councils/forest-practices-board/rules-and-guidelines/forest-practices-board-manual</a>
Sustainable Forest Management Programs/Certifications: American Tree Farm Systems (ATFS) Forest Stewardship Council (FSC) Sustainable Forestry Initiative (SFI) Dovetail Partners, Inc.	<a href="https://www.oregon.gov/ODF/Documents/AboutODF/ForestCertificationFactsheet.pdf">https://www.oregon.gov/ODF/Documents/AboutODF/ForestCertificationFactsheet.pdf</a> <a href="https://www.treefarmssystem.org/">https://www.treefarmssystem.org/</a> <a href="https://us.fsc.org/en-us/certification">https://us.fsc.org/en-us/certification</a> <a href="http://www.oregonsfi.org/">http://www.oregonsfi.org/</a> <a href="http://www.dovetailinc.org/">http://www.dovetailinc.org/</a>
<b>Commercial/Industrial/Municipal Land Uses</b>	
Drinking Water Protection Strategies for Commercial & Industrial Land Uses (DEQ)	<a href="http://www.deq.state.or.us/wq/dwp/docs/DWPStrategiesCommercialIndustrial.pdf">http://www.deq.state.or.us/wq/dwp/docs/DWPStrategiesCommercialIndustrial.pdf</a>
Business and Industry tips for reducing water quality impacts (DEQ)	<a href="http://www.deq.state.or.us/wq/pubs/factsheets/drinkingwater/busindtips.pdf">http://www.deq.state.or.us/wq/pubs/factsheets/drinkingwater/busindtips.pdf</a>
Source Water Protection Publications (EPA) for managing various including: Above Ground and Underground Storage Tanks Aircraft and Airfield Deicing Operations Highway Deicing Operations Vehicle Washing Pet and Wildlife Waste Small Quantity Chemical Use Storm Water Runoff	<a href="http://www.deq.state.or.us/wq/dwp/assistance.htm">http://www.deq.state.or.us/wq/dwp/assistance.htm</a>
Free Assistance from DEQ's Toxics Use and Waste Reduction Assistance Program	<a href="http://www.deq.state.or.us/lq/pubs/docs/hw/TABrochure.pdf">http://www.deq.state.or.us/lq/pubs/docs/hw/TABrochure.pdf</a>
10 Ways for Businesses to Prevent Pollution, Conserve Resources and Save Money (with pollution prevention resources for various industry sectors) (DEQ)	<a href="http://www.deq.state.or.us/programs/sustainability/10ways-businesses.htm">http://www.deq.state.or.us/programs/sustainability/10ways-businesses.htm</a>
Managing Used Computers and Other Electronic Equipment (DEQ)	<a href="http://www.deq.state.or.us/lq/pubs/factsheets/ManagingUsedComputers.pdf">http://www.deq.state.or.us/lq/pubs/factsheets/ManagingUsedComputers.pdf</a>
Computer and Electronic Equipment Recyclers (DEQ)	<a href="http://www.deq.state.or.us/lq/pubs/factsheets/OregonECyclesConsumers.pdf">http://www.deq.state.or.us/lq/pubs/factsheets/OregonECyclesConsumers.pdf</a>
Underground Injection Control (UIC) Program (DEQ)	<a href="http://www.deq.state.or.us/wq/uic/overview.htm">http://www.deq.state.or.us/wq/uic/overview.htm</a>
Industrial Stormwater Best Management Practices Manual (DEQ)	<a href="http://www.deq.state.or.us/wq/wqpermit/docs/IndBMP021413.pdf">http://www.deq.state.or.us/wq/wqpermit/docs/IndBMP021413.pdf</a>
Best Mgmt Practices for Industrial Activity Storm Water Discharges (DEQ)	<a href="http://www.deq.state.or.us/wq/stormwater/docs/nwr/indbmpps.pdf">http://www.deq.state.or.us/wq/stormwater/docs/nwr/indbmpps.pdf</a>
Construction Stormwater Best Management Practices Manual (DEQ)	<a href="http://www.deq.state.or.us/wq/wqpermit/docs/general/npdes1200c/BMPManual.pdf">http://www.deq.state.or.us/wq/wqpermit/docs/general/npdes1200c/BMPManual.pdf</a>

<b>Commercial/Industrial/Municipal Land Uses (cont.)</b>	
Illicit Discharge and Source Tracing Guidance Manual (Washington Stormwater Center)	<a href="http://www.wastormwatercenter.org/illicit-connection-illicit-discharge">http://www.wastormwatercenter.org/illicit-connection-illicit-discharge</a>
Low Impact Development O&M guidance (Washington Stormwater Center)	<a href="http://www.wastormwatercenter.org/lid-om-guidance/">http://www.wastormwatercenter.org/lid-om-guidance/</a>
Water quality impacts information from USFS - Part V: Chapter 18-20 Mining and Oil/Gas	<a href="http://www.srs.fs.fed.us/pubs/gtr/gtr_srs039/">http://www.srs.fs.fed.us/pubs/gtr/gtr_srs039/</a>
Dam Safety Publications and Resources FEMA website	<a href="https://www.fema.gov/dam-safety-publications-resources">https://www.fema.gov/dam-safety-publications-resources</a>
Healthcare: Pollution Prevention & Best Management Practices (EPA)	<a href="http://www3.epa.gov/region9/waste/p2/hospart.html">http://www3.epa.gov/region9/waste/p2/hospart.html</a>
<b>Boating/Marinas/Recreation Areas</b>	
Oregon Clean Boater Program (OSMB)	<a href="http://www.oregon.gov/OSMB/boater-info/Pages/Clean-Boater.aspx">http://www.oregon.gov/OSMB/boater-info/Pages/Clean-Boater.aspx</a>
Clean Boater Guide (OSMB)	<a href="http://www.oregon.gov/OSMB/boater-info/Documents/2015_osmb_clean_boater_guide_forweb.pdf">http://www.oregon.gov/OSMB/boater-info/Documents/2015_osmb_clean_boater_guide_forweb.pdf</a>
Best Management Practices for Oregon's Marinas (DEQ)	<a href="http://www.deq.state.or.us/wq/pubs/bmps/marinas.pdf">http://www.deq.state.or.us/wq/pubs/bmps/marinas.pdf</a>
Clean Marina Program (OSMB)	<a href="http://www.oregon.gov/OSMB/boater-info/Pages/Clean-Marinas.aspx">http://www.oregon.gov/OSMB/boater-info/Pages/Clean-Marinas.aspx</a>
Clean Marina Guidebook (OSMB)	<a href="http://www.oregon.gov/OSMB/forms-library/Documents/Environmental/entire_clean_marina_guidebook.pdf">http://www.oregon.gov/OSMB/forms-library/Documents/Environmental/entire_clean_marina_guidebook.pdf</a>
Marine Sewage and Wastewater Disposal (DEQ)	<a href="http://www.oregon.gov/OSMB/Pages/Pumpout-and-Dump-Stations.aspx">http://www.oregon.gov/OSMB/Pages/Pumpout-and-Dump-Stations.aspx</a>
Water quality impacts information from US Forest Service - Part II: Chapters 7-8: Recreation; Chapter 5: Dams and Chapter 9: Roads	<a href="http://www.srs.fs.fed.us/pubs/gtr/gtr_srs039/">http://www.srs.fs.fed.us/pubs/gtr/gtr_srs039/</a>

## Appendix #4

# FUNDS AND RESOURCES for Drinking Water Source Protection

This document provides brief descriptions and contact information for resources available to public water systems, including grants and loans to fund drinking water infrastructure and source protection projects. DEQ's list of "[Technical Information and Factsheets for Water Quality Protection](#)" provides other websites and resources available to public water systems and community members seeking to work on watershed protection.

Note: The Internet links listed in this document were included as a convenience for the users of this document. All URL Addresses were functional at the time this publication was last updated (October 2016).

### Oregon Health Authority (OHA)

Drinking Water Services

Phone: 971-673-0405

Website: [www.healthoregon.org/dwp](http://www.healthoregon.org/dwp)

The Oregon Health Authority (OHA) is the primacy agency for the implementation of the federal Safe Drinking Water Act (SWDA) in Oregon. ORS 338.277 authorizes the OHA to administer the federal Safe Drinking Water Act in Oregon as the Primacy Agency in agreement with the federal government. ORS 448.131 further authorizes the adoption of standards necessary to protect public health through insuring safe drinking water within a water system. Standards in OAR 333-061 outlines requirements for systems to meet MCLs, submit to periodic inspections, and meet enforcement requirements as administered by OHA. As the primacy agency, OHA also approves drinking water treatment plans and sets construction standards, operator certification standards, and enforces rules to ensure safe drinking water. The OHA website has extensive information on drinking water treatment requirements: <http://healthoregon.org/dwp>

In order to assist systems in complying with standards, OHA also provides technical assistance and oversight of grants and loans from the Safe Drinking Water Act for public water system operation and improvements. *For those Safe Drinking Water Act loans and grant funds, the Oregon Health Authority partners with Oregon Infrastructure Finance Authority to provide the financial services (see below).*

### Business Oregon - Infrastructure Finance Authority (IFA)

Infrastructure Finance Authority (IFA)

Municipal Infrastructure Funding

Phone: (503) 986-0123

Website: [www.orinfrastructure.org](http://www.orinfrastructure.org)

IFA is a division of Business Oregon that provides funding for municipally owned infrastructure projects. IFA manages federal infrastructure funds for agencies such as Oregon Health Authority and Housing and Urban Development. IFA is not a regulatory agency but collaborates and supports our state and federal partners with financing programs and technical assistance.



State of Oregon  
Department of  
Environmental  
Quality

Environmental Solutions  
Division  
Drinking Water Protection  
811 SW 6<sup>th</sup> Ave.  
Portland, OR 97204  
Phone: (503) 229-5413  
(800) 452-4011  
Fax: (503) 229-5408  
Contact: Sheree Stewart  
<http://www.deq.state.or.us/wq/dwp/dwp.htm>



Oregon Health Authority  
Drinking Water Program  
444 "A" Street  
Springfield, OR 97477  
Phone: (541) 726-2587  
Fax: (541) 726-2596  
Contact: Tom Pattee  
<http://www.healthoregon.org/dwp>

#### Alternative formats

Alternative formats (Braille, large type) of this document can be made available. Contact DEQ's Office of Communications & Outreach, Portland, at (503) 229-5696, or toll-free in Oregon at 1-800-452-4011, ext. 5696.

Last Updated 10/2016  
By: Sheree Stewart

The list of available funding programs for drinking water infrastructure and source protection is:

- **Safe Drinking Water Revolving Loan Fund (SDWRLF)**
- **Drinking Water Source Protection Fund (DWSP)**
- **Water/Wastewater Financing Program (WWFP)**
- **Special Public Works Fund (SPWF)**
- **Community Development Block Grant Program (CDBG)**
- **Port Revolving Loan Fund (PRLF)**

### **Safe Drinking Water Revolving Loan Fund (SDWRLF)**

This loan program funds drinking water system improvements needed to maintain compliance with the Federal Safe Drinking Water Act. The Safe Drinking Water Fund is funded by annual grants from the U.S. Environmental Protection Agency (EPA) and matched with funds from the state Water/Wastewater Financing Program. The program is managed by the Oregon Health Authority (OHA), Drinking Water Services. The loans are managed by the Oregon Infrastructure Finance Authority (IFA).

The Safe Drinking Water Revolving Loan Fund (SDWRLF) is designed for water source, treatment, distribution, storage and related infrastructure projects. Funding is available for all sizes of water systems, although 15 percent of the funds are reserved for systems serving a population of fewer than 10,000. Eligible applicants can be owners of water systems that provide service to at least 25 year-round residents or systems that have 15 or more connections (or a nonprofit with 25 or more regular users). Owners can be a nonprofit, private party or municipality, but systems cannot be federally owned or operated.

To be eligible for funding, a project must solve an existing or potential health hazard or noncompliance issue under federal/state water quality standards. The following are the main types of eligible activities:

- Engineering, design, upgrade, construction or installation of system improvements and equipment for water intake, filtration, treatment, storage, transmission
- Acquisitions of property or easements
- Planning, surveys, legal/technical support and environmental review
- Investments to enhance the physical security of drinking water systems, as well as water sources

*SDWRLF loan amount:* The program provides up to \$6 million per project (more with additional approval) with the possibility of subsidized interest rate and principal forgiveness for a Disadvantaged Community. The standard loan term is 20 years or the useful life of project assets, whichever is less, and may be extended up to 30 years under SDWRLF for a Disadvantaged Community. Interest rates are 80 percent of state/local bond index rate.

To apply, the municipality should first submit a Letter of Interest to Oregon Health Authority where it will be rated and ranked. Call Oregon OHA Drinking Water Services at 971-673-0422 or go to the OHA website:

[www.healthoregon.org/srf](http://www.healthoregon.org/srf)

Projects placed on the Project Priority List will be invited to apply through IFA for funding. Contact your IFA Regional Coordinator for assistance and more information. Call IFA at 503-986-0123 or <http://www.orinfrastructure.org/>

### **Drinking Water Source Protection Fund (DWSP)**

From the Safe Drinking Water Act, loans and grants are also available for drinking water protection projects: low interest *loans up to a maximum of \$100,000 per project*, and *grant funds up to \$30,000 per water system*. Eligible systems include any public and privately-owned Community and Nonprofit Non-Community water systems with a completed Source Water Assessment are able to demonstrate a direct link between the proposed project and maintaining or improving drinking water quality. Eligible activities include those that lead to risk reduction within the delineated source water area or would contribute to a reduction in contaminant concentration within the drinking water source. Projects can take either a local or regional approach. Local projects are defined as activities that concentrate on a public water system's source area(s). Regional projects are defined as activities that involve multiple communities and/or water systems attempting to address a common source water issue or group of issues.

The categories for eligible projects for DW Source Protection funding include the following:

**Refined Delineation** OHA and DEQ have completed delineations for most drinking water source areas (DWSA) for the community and non-community public water systems. DWSAs include aquifer recharge areas for groundwater sources and watershed areas for surface sources. DW Source Protection funding can be used to complete, update, or refine DWSA delineations using new or additional site-specific information as part of a more comprehensive protection strategy.

**Updated Assessment**

**Inventory** – Projects that improve upon existing potential contaminant source inventories available from the DEQ database, Geographic Information System, and Assessment Reports prepared by OHA/DEQ. A project could involve expanding or updating the inventory of land uses or existing and potential point and non-point contaminant sources.

**Evaluation** – Projects establishing a water quality monitoring project to evaluate existing and potential threats to water quality. This could include evaluating and prioritizing potential threats (or protection activities) based upon new or more detailed information.

**Source Protection Planning**

Projects designed to identify appropriate protection measures, including development of a comprehensive DW Source Protection plan, educational projects, projects to identify and ensure implementation of Best Management Practices (BMPs), development of local DW Source Protection ordinances, development of restoration or conservation plans for the source area for future easement or land acquisition.

**Implementation**

Funds can be used to implement many types of protection strategies in drinking water source areas. This can include implementation of any *eligible activities that will reduce risks within the source water area or would contribute to a reduction of contaminant concentration within the drinking water source(s).*

Examples of the types of projects that can be funded include:

- Implementing drug-take-back projects in source areas
- Projects for reducing pesticide application rates and loadings in source area
- Implementing pesticide and household hazardous waste collection events
- Closure of high-risk abandoned or unused (private or irrigation) wells close to supply well
- Projects for reforestation or replanting in sensitive or riparian areas
- Installation of fencing to protect sensitive riparian source areas
- Installation of signs at boundaries of zones or protection areas
- Projects for assessing risks from onsite systems near supply wells, inspections, pump-outs, or decommissioning onsite systems.
- Secondary containment for high-risk ABOVE ground tanks
- Focused workshop events for household/business instruction for changing to alternative nonhazardous product usage (“green chemical” products)
- Seismic spill prevention or inspection project in proximate areas for high-risk sources
- Permanent abandonment (i.e. filling in) of inadequately constructed private wells within the source area
- Installation of fencing around the immediate intake or well area to provide protection
- Structures to divert contaminated stormwater runoff affecting the source area
- Set up ecosystem services (or similar) project in watershed to fund preservation areas
- Implementation of pollution prevention or waste reduction projects
- Restoration and/or conservation projects within the drinking water source area
- Implementation of water reuse and other conservation measures related to source protection
- Implementation of best management practice projects
- Implementation of conservation easements to protect sensitive source areas
- Implementation of a drinking water source protection ordinance
- Establishing management plans for easements or lands purchased within source areas
- Development of educational flyers/brochures for purposes of public education



- Purchase of lands within the drinking water source area (funded only via low interest loans)

Any *Public and Privately-owned Community and Nonprofit Non-Community water systems* with a completed *Source Water Assessment* are eligible for funds. A “community water system” is defined as a public water system that has 15 or more service connections used by year-round residents, or which regularly serves 25 or more year-round residents. This includes water systems that are owned privately, by non-profit or public entities such as a city, district, or port. A “nonprofit non-community water system” is a public water system that is not a community water system and that regularly serves at least 25 people (more than 6 months per year) and is legally recognized under Oregon law as a nonprofit entity.

For the source water protection funds, contact OHA regarding the letter of interest submittal schedule. Call Oregon OHA Drinking Water Services at 971-673-0422 or go to the OHA website: [www.healthoregon.org/srf](http://www.healthoregon.org/srf) or contact IFA at 503-986-0123; [www.orinfrastructure.org](http://www.orinfrastructure.org)

### **Water/Wastewater Funding Program (WWFP)**

This loan program funds the design and construction of public infrastructure needed to ensure compliance with the Safe Drinking Water Act or the Clean Water Act. The public entities that are eligible to apply for the program are cities, counties, county service districts, tribal councils, ports, and special districts as defined in ORS 198.010. Municipalities must either have a documented compliance issue or the potential of a compliance issue in the near future.

Allowable funded project activities may include:

- Construction costs, including Right of Way and Easements, for improvement or expansion of drinking water, wastewater or stormwater systems
- Design and construction engineering
- Planning/technical assistance for small communities

#### **WWFP Loans**

The maximum loan term is 25 years or the useful life of the infrastructure financed, whichever is less. The maximum loan amount is \$10 million per project (more with additional approval) through a combination of direct and/or bond funded loans. Loans are generally repaid with utility revenues or voter approved bond issues. A limited tax general obligation pledge also may be required. "Credit worthy" borrowers may be funded through the sale of state revenue bonds.

#### **WWFP Grants**

Grant awards up to \$750,000 may be awarded based on a financial review. An applicant is not eligible for grant funds if the applicant's annual median household income is equal or greater than 100 percent of the state average median household income for the same year.

#### **Funding for Technical Assistance**

The Infrastructure Finance Authority offers technical assistance financing for municipalities with populations of less than 15,000. The funds may be used to finance preliminary planning, engineering studies and economic investigations. Technical assistance projects must be in preparation for a construction project that is eligible and meets the established criteria.

Grants up to \$20,000 may be awarded per project.

Loans up to \$60,000 may be awarded per project.

To apply, call IFA at 503-986-0123, then contact your IFA Regional Coordinator for assistance and more information. <http://www.orinfrastructure.org/>

### **Special Public Works Fund (SPWF)**

The Special Public Works Fund (SPWF) provides funds for publically owned facilities that support economic and community development in Oregon. Funds are available to public entities for planning, design, purchasing, improving and constructing publically owned facilities, replacing publically owned essential community facilities, emergency projects as a result of a disaster, and for planning. Public agencies that are eligible to apply for funding are cities,

counties, county service districts (ORS 451), tribal councils, ports, districts as defined in ORS 198.010, and airport districts (ORS 838).

#### **SPWF Loans**

Loans for development (construction) projects range from less than \$100,000 to \$10 million (more with additional approval). The Infrastructure Finance Authority offers very attractive interest rates that reflect tax-exempt market rates for highly qualified borrowers. Initial loan terms can be up to 25 years or the useful life of the project, whichever is less.

#### **SPWF Grants**

Grants are available for construction projects that create or retain traded-sector jobs. They are limited to \$500,000 or 85 percent of the project cost, whichever is less, and are based on up to \$5,000 per eligible job created or retained. Limited grants are available to plan industrial site development for publically owned sites and for feasibility studies.

To apply, call IFA at 503-986-0123, then contact your IFA Regional Coordinator for assistance and more information. <http://www.orinfrastructure.org/>

### **Community Development Block Grant (CDBG)**

Grants and technical assistance are available to develop livable urban communities for persons of low and moderate incomes by expanding economic opportunities and providing housing and suitable living environments. Non-metropolitan cities and counties in rural Oregon can apply for and receive grants. *[Oregon tribes, urban cities (Albany, Ashland, Bend, Corvallis, Eugene, Gresham, Hillsboro, Medford, Portland, Salem and Springfield) and counties (Clackamas, Multnomah, Washington) receive funds directly from HUD.]* Funding amounts are based on the applicant's need, the availability of funds, and other restrictions defined in the program's guidelines. The maximum available grant for drinking water system projects is \$3,000,000.

All projects must meet one of three national objectives:

- The proposed activities must benefit low- and moderate-income individuals.
- The activities must aid in the prevention or elimination of slums or blight.
- There must be an urgent need that poses a serious and immediate threat to the health or welfare of the community.

To apply, call IFA at 503-986-0123, then contact your IFA Regional Coordinator for assistance and more information. <http://www.orinfrastructure.org/>

### **Port Revolving Loan Fund (PRLF)**

The Port Revolving Loan Fund (PRLF) is a loan program to assist Oregon ports in the planning and construction of facilities and infrastructure. Ports must be incorporated under ORS Chapter 777 or 778. The Fund may be used for port development projects (facilities or infrastructure) or to assist port-related private business development projects. The variety of eligible projects is very broad and may include water-oriented facilities, industrial parks, airports and commercial or industrial developments. Eligible project costs can include engineering, acquisition, improvement, rehabilitation, construction, operation, and maintenance or pre-project planning. Projects must be located within port district boundaries. The maximum loan amount is \$3 million at any one time. The loan term can be as long as 25 years or the useful life of the project, whichever is less. Interest rates are set by the IFA at market rates, but not less than Treasury Notes of a similar term minus one percent.

Note: Flexible manufacturing space projects will not accrue interest until the building is at least 25 percent occupied or until three years after the date of the loan contract, whichever is earlier.

To apply, call IFA at 503-986-0123, then contact your IFA Regional Coordinator for assistance and more information. <http://www.orinfrastructure.org/>



## Oregon Department of Environmental Quality (DEQ)

### Clean Water State Revolving Fund (CWSRF)

Clean Water State Revolving Fund

503-229-6412

Website: [www.deq.state.or.us/wq/loans/loans.htm](http://www.deq.state.or.us/wq/loans/loans.htm)

Low-cost loans for planning, design, and construction projects to attain and maintain water quality standards, and necessary to protect beneficial uses such as fish habitat, drinking water sources, irrigation, and recreation. Eligible borrowers are public entities, such as cities and counties, Indian tribal governments, sanitary districts, soil and water conservation districts, irrigation districts, various special districts and some intergovernmental entities. CWSRF offers:

- Low-cost loans and bond purchases
- Lower than market interest rates
- Fixed interest rates
- Terms up to 30 years
- Up to 100% of eligible costs covered
- No match required
- Repayment begins after project is constructed
- No pre-payment penalty
- Additional financial incentives, including principle forgiveness

Applications are accepted year round with scheduled review and ranking in the first week of January, May and September. Contact the Oregon Department of Environmental Quality (DEQ); for a list of CWSRF project officers, go to [www.deq.state.or.us/wq/loans/loans.htm](http://www.deq.state.or.us/wq/loans/loans.htm)

Financial incentives make CWSRF loans worth exploring. Principle forgiveness is available for communities meeting affordability criteria, or for meeting green project criteria. Implement a non-planning nonpoint source project *and* a traditional point source wastewater treatment project through the same application to reduce your interest rate on the combined two projects to as low as 1%. This combined application is called a sponsorship option.

### CWSRF Pollution Reduction Funding

The Clean Water State Revolving Fund loan program provides low-cost loans to public entities for the planning, design or construction of both point source and nonpoint source projects that *prevent or mitigate water pollution*. Wastewater facility improvements and stormwater management projects are funded with CWSRF.

CWSRF loans fund development of nonpoint source water quality improvement plans, such as an integrated water resources plan and a regional or municipality-wide stormwater management plan. Planning loans can also fund the establishment of watershed partnerships, local ordinances to implement a stormwater master/management plan, engineering and development standards for new and redevelopment, permanent riparian buffers, floodplains, wetlands and other natural features.

CWSRF offers a Local Community Loan, which allows the borrower to make loans to private entities like home owners and farmers. The Local Community Loans fund the repair and replacement of failing decentralized systems. This loan type can also fund nonpoint source agricultural best management practices such as building manure containment structures, manure digesters, and fences to protect riparian resources capture and convert methane, and purchase calibrated application equipment.

CWSRF loans fund a variety of nonpoint source watershed improvement implementation projects such as establishing or restoring permanent riparian buffers and floodplains, and daylighting streams from pipes. Loans can fund protecting and restoring streamside areas, wetlands and floodplains, and to acquire riparian land, wetlands, conservation easements, and land to protect drinking water sources.

More information on DEQ's Clean Water State Revolving Fund program can be found here:

<http://www.deq.state.or.us/wq/loans/loans.htm>. For specific information on the Sponsorship Option, Planning

Loans, Nonpoint Source Loans, or Local Community Loans, see <http://www.deq.state.or.us/wq/loans/apps.htm>. The application requirements for CWSRF loans may take some lead-time to develop and may require out-of-pocket expense to prepare. Prospective CWSRF applicants should discuss any questions about the required content of these items with a regional DEQ CWSRF Project Officer at the earliest opportunity (<http://www.deq.state.or.us/wq/loans/contacts.htm>)

### **Supplemental Environmental Projects (SEPs)**

Supplemental Environmental Projects are administered by DEQ's Office of Compliance and Enforcement. When DEQ assesses civil penalties for environmental law violations, violators can offset up to 80% of their monetary penalty by agreeing to pay for a Supplemental Environmental Project that improves Oregon's environment. SEPs can be for pollution prevention or reduction, public health protection, environmental restoration and protection as long as it is a project that the respondent is not already required to do by law or where the project would be financially self-serving for the respondent. The work can be completed by a third-party like a local government, watershed council, non-profit or private entity. Coastal PWSs can develop a "SEP Application" with general information that OCE can distribute to respondents. Community organizations with proposed projects are also free to contact respondents on their own initiative. The enforcement case does not necessarily have to be in the same area (watershed/county, etc.) as the environmental project or even address the same media (i.e. air/water/land). Interested parties can sign up for DEQ's public notifications via email at <http://www.oregon.gov/deq/Pages/publicnotice.aspx> - when signing up, select types of information (select "enforcement actions") and which counties or subbasins are of interest.

### **Nonpoint Source Implementation 319 Grants**

Nonpoint Source Grants support implementation and planning projects that address water quality problems in surface and groundwater resources resulting from nonpoint source pollution. Funds are appropriated by DEQ through the U.S. Environmental Protection Agency under Section 319 of the Clean Water Act and support a wide variety of management activities, including technical assistance, site assessment, public awareness and education, training, technology transfer, demonstration projects, and monitoring to assess the success of specific nonpoint source implementation projects. Eligible applicants include government agencies, tribal nations and nonprofit organizations. For more information including funding availability, eligible projects, and application requirements and timelines see <http://www.oregon.gov/deq/WQ/Pages/nps319.aspx>

## **Oregon Water Resources Department (WRD)**

Water Resources Development Program  
725 Summer Street NE, Suite A  
Salem, OR 97301  
Phone: 503-986-0900

The Water Resources Department is the state agency charged with administration of the laws governing surface and ground water resources. The Department's core functions are to protect existing water rights, facilitate voluntary streamflow restoration, increase the understanding of the demands on the state's water resources, provide accurate and accessible water resource data, and facilitate water supply solutions. WRD is charged with carrying out the water management policies and rules set by the Water Resources Commission and with overseeing the enforcement of Oregon's water laws. By law, all surface and ground water in Oregon belongs to the public.

WRD's mission is to serve the public by practicing and promoting responsible water management through two key goals:

- to directly address Oregon's water supply needs, and
- to restore and protect streamflows and watersheds in order to ensure the long-term sustainability of Oregon's ecosystems, economy, and quality of life.

WRD developed *Oregon's 2012 Integrated Water Resources Strategy* to help individuals and communities address instream and out-of-stream needs now and into the future, including water quantity, water quality and ecosystem needs. More information can be found at:

[https://www.oregon.gov/owrd/Pages/law/integrated\\_water\\_supply\\_strategy.aspx](https://www.oregon.gov/owrd/Pages/law/integrated_water_supply_strategy.aspx)

There is funding available to support planning, feasibility studies, and implementation of water projects:

#### **Place-Based Integrated Water Resources Planning**

Place-based planning is a voluntary, locally initiated and led effort in which a balanced representation of water interests within a basin or watershed work in partnership with the state to: characterize current water resources and issues (water quantity, water quality, ecosystem health); understand current and future instream and out-of-stream water needs and demands; identify and prioritize strategic solutions to address water needs; and, develop a place-based integrated water resources plan that informs the state-wide strategy.

Recent cycle of funding included \$750,000 in grants; requires 25% cost-share.

For more information, contact Harmony Burright at 503-986-0913.

#### **Feasibility Study Grants**

Once potential projects are identified, communities often find it difficult to secure funding to assess their viability. This program component addresses that need by providing grant funding to cover 50% of the cost of conducting feasibility studies for potential water conservation, storage and reuse projects. A feasibility study is an assessment of the practicality of a proposed project or plan and can be used to determine if and how a project should proceed to the implementation phase.

Recent cycle of funding included \$2.8 million in grants; 50% cost share required.

For more information, contact Jon Unger at 503-986-0869.

#### **Water Project Grants & Loans (formerly Water Supply Development Grants & Loans)**

This account provides grants and loans to evaluate, plan and implement instream and out-of-stream water development projects that have economic, environmental and social/cultural benefits. Eligible projects include, but are not limited to projects that: increase water use efficiency; develop new or expanded storage; allocate federally stored water; promote water reuse or conservation; and protect or restore stream flows. Recent cycle funding included \$14 million in grants or loans; 25% cost share required; applications accepted year round.

For more information, contact Jon Unger at 503-986-0869.

More details and updates for these grants can be found at:

[http://www.oregon.gov/OWRD/pages/Water\\_Resources\\_Development\\_Program.aspx](http://www.oregon.gov/OWRD/pages/Water_Resources_Development_Program.aspx)

#### **Municipal Water Management and Conservation Planning**

Municipal water management and conservation planning provides a process through which cities and other municipal water suppliers estimate long-range water supply needs and identify alternatives, including water conservation programs, to meet those needs. The Department requires many municipal water suppliers to prepare plans as conditions of their water use permits or permit extensions.

#### **Water Rights**

Oregon's water laws are based on the principle of prior appropriation. This means the first person to obtain a water right on a stream is the last to be shut off in times of low streamflows. In water-short times, the water right holder with the oldest date of priority can demand the water specified in their water right regardless of the needs of junior users. The date of application for a permit to use water usually becomes the priority date of the right. Watermasters respond to complaints from water users and determine in times of water shortage, which generally occur every year, who has the right to use water. Each summer as streamflows drop, watermasters regulate junior users to provide water to the more senior users. On many streams throughout the state, by the end of summer, there is only enough water to supply users who established their rights in the late 1800s. All of the more recently established rights will have been regulated off by the [watermaster](#).

There are "watermaster" offices located around the state. The watermaster office is an excellent source of local information. Watermasters can research water rights for a particular stream reach and provide supporting maps (above). During critical flow periods, watermasters regulate water usage to enable senior water right holders to

satisfy their water right. The watermaster may also provide information regarding instream leases, ground water rights, cancellations, transfers of water rights, streamflow data, and water right information in general (list as of 6/16).

## ***WRD Watermasters***

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**District 1**  
**Nikki Hendricks**  
 c/o Port of Tillamook Bay  
 4000 Blimp Blvd Ste 400  
 Tillamook, Oregon 97141  
 Ph: 503-815-1967

**District 2**  
**Michael Mattick**  
 125 East 8th Avenue  
 Eugene, OR 97401-2926  
 Ph: 541-682-3620

**District 3**  
**Robert Wood**  
 2705 E 2nd St  
 The Dalles, Oregon 97058  
 Ph: 541-506-2652

**District 4**  
**Eric Julsrud**  
 201 S Humbolt, Suite 180  
 Grant County Courthouse  
 Canyon City, Oregon 97820  
 Ph: 541-575-0119

**District 5**  
**Greg Silbernagel**  
 116 SE Dorion Ave  
 Pendleton, OR 97801  
 Ph: 541-278-5456

**District 6**  
**Shad Hattan**  
 10507 N McAlister Rd #6  
 La Grande, Oregon 97850  
 Ph: 541-963-1031

**District 7**  
**David Bates**  
 401 NE First St., Suite 11  
 Enterprise, Oregon 97828  
 Ph: 541-426-4464

**District 8**  
**Rick Lusk**  
 Baker County Courthouse  
 1995 3rd Street, Suite 180  
 Baker City, Oregon 97814  
 Ph: 541-523-8224 ext 231

**District 9**  
**Ron Jacobs**  
 Malheur County Courthouse #4  
 251 B St W  
 Vale, Oregon 97918  
 Ph: 541-473-5130

**District 10**  
**JR Johnson**  
 Harney County Courthouse  
 450 N Buena Vista #3  
 Burns, OR 97720  
 Ph: 541-573-2591

**District 11**  
**Jeremy Giffin**  
 231 SW Scalehouse Loop,  
 Ste 103  
 Bend, Oregon 97702  
 Ph: 541-306-6885

**District 12**  
**Brian Mayer**  
 513 Center St  
 Lakeview, Oregon 97630  
 Ph: 541-947-6038

**District 13**  
**Travis Kelly**  
 10 S Oakdale, Rm 309A  
 Medford, Oregon 97501  
 Ph: 541-774-6880

**District 14**  
**Kathy Smith**  
 700 NW Dimmick St.  
 Grants Pass, Oregon 97526  
 Ph: 541-479-2401

**District 15**  
**David Williams**  
 Douglas County Courthouse,  
 Room 306  
 Roseburg, Oregon 97470  
 Ph: 541-440-4255

**District 16**  
**Joel Plahn**  
 725 Summer St NE, Ste A  
 Salem, Oregon 97301  
 Ph: 503-986-0889

**District 17**  
**Scott White**  
 305 Main Street  
 Klamath Falls, Oregon 97601  
 Ph: 541-883-4182

**District 18**  
**Jake Constans**  
 1400 SW Walnut St, Suite 240  
 Hillsboro, Oregon 97123  
 Ph: 503-846-7780

**District 19**  
**Greg Wacker**  
 Physical Address:  
 225 N Adams  
 Coquille, Oregon 97423  
 Ph: 541-396-1905

**District 20**  
**Amy Kim**  
 10722 SE Highway 212  
 Clackamas, Oregon 97015  
 Ph: 503-722-1410

**District 21**  
**Ken Thiemann**  
 221 S Oregon St.  
 P.O. Box 427  
 Condon, OR 97823  
 Ph: 541-384-4207

## Oregon Department of Forestry (ODF)

Salem Headquarters

2600 State Street

Salem, Oregon 97310

<http://www.oregon.gov/ODF/Pages/index.aspx>

The Oregon Department of Forestry manages and regulates activities on non-federal forestland in Oregon. There are three main divisions under ODF-- Fire Protection, Private Forests, and State Forests. The Private Forests Division administers the Forest Practices Act and various forestry incentive programs and employs the use of about 50 Stewardship Foresters who work closely with landowners and operators. The State Forests Division is responsible for forest management to provide economic, environmental, and social benefits to Oregonians.

Financial incentive programs are aimed at encouraging and assisting landowners in managing their resources and meeting their objectives. Typical forestry projects can be aimed at protecting the landowner's resources/investment from fire or insect and disease infestation, to increasing its monetary and environmental value in the future.

Information about all ODF and federal forestry-related grants and incentive programs can be found at:

<http://www.oregon.gov/ODF/AboutODF/Pages/GrantsIncentives.aspx>

### Community Forest Program

The Community Forest and Open Space Conservation Program is a federal financial assistance program with grants available to local governments, Indian tribes, and qualified nonprofit organizations to establish community forests and sustainably manage them for many public benefits, including recreation, income, wildlife habitat, stewardship demonstration sites, and environmental education.

### Conservation Stewardship Program

To help landowners and operators maintain existing stewardship and adopt additional conservation on privately-owned, non-industrial working forests and agricultural lands.

### Forest Legacy Program

The Forest Legacy Program is a national program that addresses privately-owned forestlands that face threats of conversion to non-forest use by development pressures. The goal of the Forest Legacy Program is to promote stewardship and sustainable management of private forest lands by maintaining working forests that conserve important forest resource and conservation values. Forest Legacy provides funds for eligible private forestlands for the purchase of development rights through either conservation easement or fee-title acquisition into public ownership. All properties entered into Oregon's Forest Legacy Program – either through conservation easement, fee acquisition or donation – have their forest resources and conservation values protected and managed in accordance with a State Forester-approved Forest Stewardship Plan (see below).

### Forest Stewardship Program

Oregon's Forest Management Planning System recognizes that forest management planning is a journey – Pathways to Stewardship -- involving several distinct steps. A landowner's initial interest may be related to a specific project or action that is pressing on their property – such as reducing hazardous wildfire fuels or combating an invasive weed. Landowner assistance organizations and agencies usually first cross paths through outreach efforts defined around mutual interests or resource concerns. Landowners who are just beginning the management planning process begin a more formal journey by taking the [Woodland Discovery](#) step. Woodland Discovery consists of gathering basic property information and solidifying management goals. The remaining steps for completing your forest management plan include organizing the planning elements into specific management planning modules: soil and water, forest vegetation, fish and wildlife, access and protection, scenery and enjoyment and tax and business. Every step completed

along the way results in the identification of specific actions that a landowner can take to improve conditions of the forestland or otherwise meet goals in owning forestland. Completion of a forest management plan opens up formal types of engagement such as forest certification and the enrollment of lands into specialized conservation programs that define a long-term commitment to sustainable forestry.

### **Healthy Forests Reserve Program (HFRP)**

The goal is to restore and enhance ecosystems and habitat for threatened and endangered species while promoting sustainable timber harvests on working forest lands.

## **Oregon Department of Agriculture Natural Resources Program**

635 Capitol St. NE

Salem, OR 97301-2532

Phone: 503 986-4700

<http://www.oregon.gov/ODA/programs/NaturalResources>

The Oregon Department of Agriculture (ODA) is responsible for developing plans to prevent and control water pollution from agricultural activities and soil erosion on rural lands. ODA's Natural Resources Program aims to conserve, protect, and develop natural resources on public and private lands in order to ensure that agriculture will continue to be productive and economically viable in Oregon. Natural Resources Programs work to do the following:

- Address water quality and natural resource conservation on agricultural lands
- Protect Oregon's environment and public health by ensuring the proper and legal sale, use, and distribution of pesticide products
- Assist local soil and water conservation districts as they help landowners properly manage Oregon's natural resources

More information on the Agricultural Plan Areas and Regulations can be found at:

<https://www.oregon.gov/ODA/programs/NaturalResources/AgWQ/Pages/AgWQPlans.aspx>

Information on local management plans and your area's ODA Water Quality Specialist can be found at:

<http://www.oregon.gov/ODA/programs/NaturalResources/AgWQ/Pages/AgWQPlans.aspx>

More information on the regulation and use of pesticides can be found at:

<http://www.oregon.gov/ODA/programs/Pesticides/Pages/default.aspx>

## **Department of Agriculture Pesticide Analytical and Response Center (PARC)**

<http://www.oregon.gov/ODA/programs/Pesticides/Pages/PARC.aspx>

The Pesticide Analytical and Response Center (PARC) was created by executive order in 1978. The program was reauthorized under the Oregon Department of Agriculture (ODA) as ORS 634.550, in 1991.

PARC is mandated to perform the following activities with regard to pesticide-related incidents in Oregon that have suspected health or environmental effects: Collect incident information, mobilize expertise for investigations, identify trends and patterns of problems, make policy or other recommendations for action, report results of investigations, and prepare activity reports for each legislative session.

PARC does not have regulatory authority. Their primary function is to coordinate investigations to collect and analyze information about reported incidents. Investigation coordination includes collecting reports produced by member agencies and consultation as necessary with a toxicologist with Oregon State University. Member agencies conduct most of the investigations and take any necessary enforcement action(s). The eight member agencies include the following: [Oregon Health Authority \(OHA\)](#), [Oregon Department of Fish and Wildlife \(ODF&W\)](#), [Oregon Department of Environmental Quality \(DEQ\)](#), [Oregon](#)



[Department of Forestry \(ODF\)](#), [Oregon Occupational Safety and Health Administration \(OR OSHA\)](#), [Office of the State Fire Marshal \(SFM\)](#), [Oregon Poison Center \(OPC\)](#), [Oregon Department of Agriculture \(ODA\)](#).

To report a pesticide incident that has impacted people, animals, or the environment, contact: Theodore Bunch Jr., PARC Coordination Team Leader at 503-986-6470 or toll-free at 844-688-7272

[PARC@oda.state.or.us](mailto:PARC@oda.state.or.us)

Christina Higby, Citizen Advocate Liaison at 503-986-5105 [chigby@oda.state.or.us](mailto:chigby@oda.state.or.us)

## Department of Agriculture

### Soil and Water Conservation Districts

<http://www.oregon.gov/ODA/SWCD/>

SWCD Program and Water Quality Program Manager: John Byers, 503-986-4718

The Soil and Water Conservation District (SWCD) Program provides services to the 45 Soil and Water Conservation Districts throughout Oregon (list current as of 6/16). SWCDs are local government entities that have authorities to address soil, erosion, and water quality issues.

#### **Benton SWCD**

456 SW Monroe Ave., Suite 110  
Corvallis, OR 97333  
Phone: 541 753-7208  
Website: [www.bentonswcd.org](http://www.bentonswcd.org)

#### **Burnt River SWCD**

3990 Midway Drive  
Baker City, OR 97814  
Phone: 541 523-7121 Ext. 109  
Email: [whitney.collins@bakercountyswcds.com](mailto:whitney.collins@bakercountyswcds.com)

#### **Clackamas SWCD**

221 Molalla Ave., Suite 102  
Oregon City, OR 97045  
Phone: 503 210-6000  
Website: [www.conservationsdistrict.org](http://www.conservationsdistrict.org)

#### **Clatsop SWCD**

750 Commercial St., Room 207  
Astoria, OR 97103  
Phone: 503 325-4571  
Website: [www.clatsopswcd.org](http://www.clatsopswcd.org)

#### **Columbia SWCD**

35285 Millard Road  
St. Helens, OR 97051  
Phone: 503 397-4555  
Website: [www.columbiaswcd.com](http://www.columbiaswcd.com)

#### **Coos SWCD**

371 N Adams St.  
Coquille, OR 97423  
Phone: 541 396-6879  
Website: [www.coosswcd.org](http://www.coosswcd.org)

#### **Crook County SWCD**

498 SE Lynn Blvd.  
Prineville, OR 97754  
Phone: 541 447-3548

#### **Curry County SWCD**

29692 Ellensburg Ave.  
Gold Beach, OR 97444  
Phone: 541 247-2755 Ext. 0#  
Website: [www.currywatersheds.org](http://www.currywatersheds.org)

#### **Deschutes SWCD**

625 SE Salmon Ave., Suite 7  
Redmond, OR 97756  
Phone: 541 923-2204  
Website: [www.deschuteswcd.com](http://www.deschuteswcd.com)

#### **Douglas SWCD**

2741 West Harvard Ave.  
Roseburg, OR 97471  
Phone: 541 957-5061  
Website: [www.douglasswcd.org](http://www.douglasswcd.org)

#### **Eagle Valley SWCD**

3990 Midway Drive  
Baker City, OR 97814  
Phone: 541 523-7121 Ext. 109

#### **East Multnomah SWCD**

5211 N Williams Ave.  
Portland, OR 97217  
Phone: 503 222-SOIL (7645)  
Website: [www.emswcd.org](http://www.emswcd.org)

#### **Fort Rock / Silver Lake SWCD**

17612 Highway 395  
Lakeview, OR 97630  
Phone: 541 947-5855  
Email: [LakeviewSWCD2@hotmail.com](mailto:LakeviewSWCD2@hotmail.com)

#### **Gilliam County SWCD**

Dunn Office Building  
333 S Main St.  
Condon, OR 97823  
Phone: 541 384-2672  
Email: [gilliamswcd@gmail.com](mailto:gilliamswcd@gmail.com)

**Grant SWCD**

721 S Canyon Blvd.  
John Day, OR 97845  
Phone: 541 575-0135 Ext. 3  
Email: jkehrberg@ortelco.net

**Harney SWCD**

530 Highway 20 S  
Hines, OR 97738  
Phone: 541 573-5010  
Email: marty.suter@or.nacdnet.net

**Hood River SWCD**

3007 Experiment Station Drive  
Hood River, OR 97031  
Phone: 541 386-4588 / 386-6719  
Website: www.hoodriverswcd.org

**Illinois Valley SWCD**

Josephine Co. Office Building  
102 S Redwood Highway  
Cave Junction, OR 97523  
Phone: 541 592-3731  
Email: amy@ivstreamteam.org

**Jackson SWCD**

89 Alder Street  
Central Point, OR 97502  
Phone: 541 664-1070  
Website: www.jswcd.org

**Jefferson County SWCD**

625 SE Salmon Ave., Suite 6  
Redmond, OR 97756  
Phone: 541 923-4358 Ext. 101  
Email: debbe.chadwick@oacd.org

**Josephine SWCD**

1440 Parkdale Drive  
Grants Pass, OR 97527  
Phone: 541 474-6840  
Email: joswcd@outreachinternet.com

**Keating SWCD**

3990 Midway Drive  
Baker City, OR 97814  
Phone: 541 523-7121 Ext. 109  
Email: whitney.collins@bakercountyswcds.com

**Klamath SWCD**

2316 S 6th St., Suite C  
Klamath Falls, OR 97601  
Phone: 541 883-6932 Ext. 101  
Website: www.klamathswcd.org

**Lakeview SWCD**

17612 Highway 395  
Lakeview, OR 97630  
Phone: 541 947-5855  
Email: lakeviewswcd2@hotmail.com

**Lincoln SWCD**

23 North Coast Highway  
Newport, OR 97365  
Phone: 541 265-2631  
Website: www.lincolnswcd.org

**Linn SWCD**

33935 Highway 99E, Suite C  
Tangent, OR 97389  
Phone: 541 926-2483  
Website: www.linnswcd.oacd.org

**Malheur County SWCD**

2925 SW Sixth Ave., Suite 2  
Ontario, OR 97914  
Phone: 541 889-2588 Ext. 101  
Email: LRowe@malcoswcd.org

**Marion SWCD**

338 Hawthorne Ave. NE  
Salem, OR 97301  
Phone: 503 391-9927  
Website: www.marionswcd.net

**Monument SWCD**

Columbia Power Building  
311 Wilson St.  
Monument, OR 97864  
Phone: 541 934-2141  
Website: www.monumentswcd.org

**Morrow SWCD**

430 Linden Way  
Heppner, OR 97836  
Phone: 541 676-5452  
Email: swcdmanager@centurytel.net

**Polk SWCD**

580 Main St., Suite A  
Dallas, OR 97338  
Phone: 503 623-9680  
Website: www.polkswcd.org

**Sherman County SWCD**

302 Scott St.  
Moro, OR 97039  
Phone: 541 565-3216 Ext. 3  
Website: www.shermancountyswcd.com



**Siuslaw SWCD**

1775 Laurel Place, Suite 4  
Florence, OR 97439  
Phone: 541 997-1272  
Website: [www.siuswcd.com](http://www.siuswcd.com)

**Tillamook SWCD**

4000 Blimp Blvd., Suite 200  
Tillamook, OR 97141  
Phone: 503 842-2240 Ext. 110  
Website: [tillamookcountyswcd.org/](http://tillamookcountyswcd.org/)

**Tualatin SWCD**

1080 SW Baseline St., Suite B-2  
Hillsboro, OR 97123  
Phone: 503 648-3174 Ext. 4  
Website: [www.swcd.net](http://www.swcd.net)

**Umatilla County SWCD**

1 SW Nye Ave., Suite 130  
Pendleton, OR 97801  
Phone: 541 278-8049  
Website: [www.umatillacountyswcd.com](http://www.umatillacountyswcd.com)

**Umpqua SWCD**

1877 Winchester Ave.  
Reedsport, OR 97467  
Phone: 541 662-1341  
Website: [www.umpquasoilandwater.com](http://www.umpquasoilandwater.com)

**Union SWCD**

10507 N McAlister Road, Room 7  
La Grande, OR 97850  
Phone: 541 963-1313  
Website: [unionswcd.org](http://unionswcd.org)

**Upper Willamette SWCD**

780 Bailey Hill Road, Suite 5  
Eugene, OR 97402  
Phone: 541 465-6443 Ext. 102  
Website: [www.uwswcd.org](http://www.uwswcd.org)

**Wallowa SWCD**

401 NE 1st St., Suite E  
Enterprise, OR 97828  
Phone: 541 426-4521  
Email: [cynthia.a.warnock@gmail.com](mailto:cynthia.a.warnock@gmail.com)

**Wasco County SWCD**

2325 River Road, Suite 3  
The Dalles, OR 97058  
Phone: 541 296-6178 Ext. 3  
Website: [www.wascoswcd.org](http://www.wascoswcd.org)

**West Multnomah SWCD**

2701 NW Vaughn St., Suite 450  
Portland, OR 97210  
Phone: 503 238-4775  
Website: [www.wmswcd.org](http://www.wmswcd.org)

**Wheeler SWCD**

40535 Highway 19  
Fossil, OR 97830  
Phone: 541 468-2990  
Website: [www.wheelerswcd.org](http://www.wheelerswcd.org)

**Yamhill SWCD**

2200 SW Second St.  
McMinnville, OR 97128  
Phone: 503 472-6403  
Fax: 503 472-6407  
Website: [www.yamhillswcd.org](http://www.yamhillswcd.org)

## Oregon Watershed Enhancement Board (OWEB)

775 Summer St. NE Suite 360  
Salem, OR 97301  
Phone: (503) 986-0178  
Website: [www.oregon.gov/OWEB](http://www.oregon.gov/OWEB)

The Oregon Watershed Enhancement Board (OWEB) is a state agency that provides grants to help Oregonians take care of local streams, rivers, wetlands and natural areas. Community members and landowners use scientific criteria to decide jointly what needs to be done to conserve and improve rivers and natural habitat in the places where they live. OWEB grants are funded from the Oregon Lottery, federal dollars, and salmon license plate revenue. The agency is led by a 17 member citizen board drawn from the public at large, tribes, and federal and state natural resource agency boards and commissions.

OWEB provides grants to projects that contribute to the Oregon Plan for Salmon and Watersheds and the Oregon Conservation Strategy by protecting, restoring and improving clean water and fish and wildlife habitat. See the OWEB website for more information on grants:

<http://www.oregon.gov/OWEB/GRANTS/pages/index.aspx>

## **Oregon Sea Grant (OSG)**

Oregon State University

Corvallis, Oregon

Phone 541-737-2714

<http://seagrants.oregonstate.edu/>

Oregon Sea Grant serves Oregon coastal communities through integrated research, education and public engagement on ocean and coastal issues. Based at Oregon State University, OSG is part of the national network of NOAA Sea Grant College Programs, dedicated to promoting environmental stewardship, long-term economic development and responsible use of America's coastal, ocean and Great Lakes resources. OSG targets research on better defining the relationships between the many pressures that can degrade water quality: climate change, upland and coastal land use, fish and habitat restoration efforts, aquatic invasive species. OSG works with groups whose interests sometimes come in conflict - landowners, outdoor recreationists, farmers and woodland managers, local government, the general public - to seek solutions that will help sustain healthy watersheds and our precious water resources. OSG focuses on the question of resilience - the ability to plan, adapt and rebound in the face of change by supporting physical and social science research aimed at better understanding ocean and coastal processes and the socio-economic barriers to hazard and climate change preparation. Publications and resources available from OSG can be found here:

<http://seagrants.oregonstate.edu/sgrpubs>.

OSG and OSU Extension produce textbooks and other publications on such topics as conservation-friendly gardening, sustainable living and low-impact development. OSG also partners with the Oregon State Marine Board to develop the Clean Vessel Act (CVA) Education Initiative. Funded by the Clean Vessel Act of 1992, the goal of the CVA Education Initiative is to improve boaters' awareness, accessibility and use of sewage pump-outs, dump stations, and floating toilets. Publications and resources available from OSG about watershed health can be found here: <http://seagrants.oregonstate.edu/sgrpubs> by using "watersheds and wetlands" in the "Search by Subject" field.

Every two years, OSG awards approximately \$2 million in research grants addressing community preparedness for climate change, watershed health, other urgent or emerging regional needs with high relevance to coastal communities. For more information on grants, see:

<http://seagrants.oregonstate.edu/research>

## **Source Water Collaborative**

### **– led by U.S. Environmental Protection Agency**

Technical assistance and lists of resources and contacts are available from this national network that has worked to promote drinking water protection for several years. The Source Water Collaborative is a network of federal, state, and local organizations led by US EPA. Some of the key Source Water Collaborative members include the US EPA, US Department of Agriculture, AWWA, American Planning Association, ASDWA, ACWA, National Rural Water Association, Groundwater Protection Council, National Association of Counties, and The Trust for Public Land. Resources can be found here:

<http://sourcewatercollaborative.org/>



## U.S. Environmental Protection Agency

### Catalog of Federal Funding Sources for Watershed Protection

This is an online, free searchable database of financial assistance sources (grants, loans, cost-sharing) available to fund a variety of watershed protection projects.

<https://ofmpub.epa.gov/apex/watershedfunding/f?p=fedfund:1>

## U.S. Environmental Protection Agency - Environmental Finance Centers

Free technical assistance is available through EPA's Environmental Finance Centers. There is currently no Environmental Finance Center for US EPA Region 10, but the resources are still available through the US EPA website. The program mission is to provide help to those facing the "how to pay" challenges of environmental protection. EFC is committed to helping the regulated community build and improve the technical, managerial, and financial capabilities needed to comply with federal and state environmental protection laws.

<https://www.epa.gov/envirofinance>

## U.S. Environmental Protection Agency

### Community Action for a Renewed Environment (CARE) Grants

**Eligible Projects:** Prevention of human exposure to harmful pollution; improve water quality. Form community-based collaborative partnerships; identifying and developing an understanding of the many local sources of risk from toxic pollutants and environmental concerns; and setting priorities for the reduction of the identified risks and concerns of the community

**Eligible Applicants:** Local, public non-profit institution/organizations, federally-recognized Indian tribal government, Native American organizations, private non-profit institution/organization, quasi-public nonprofit institution/organization both interstate and intrastate, local government, colleges, and universities

**Funding Available:** \$75,000 to \$100,000 with an average project funding of about \$90,000

**How To Apply:** [www.epa.gov/care](http://www.epa.gov/care)

## U.S. Bureau of Reclamation

### Cooperative Watershed Management Program

**Eligible Projects:** Improve water quality; improve ecological resiliency of a river or stream; and to reduce conflicts over water at the watershed level by supporting the formation of watershed groups to develop local solutions to address water management issues

**Eligible Applicants:** States, Indian tribes, local and special districts (e.g., irrigation and water districts, county soil conservation districts, etc.), local governmental entities, interstate organizations, and non-profit organizations. To be eligible, applicants must also meet all of the following requirements: (1) Significantly affect or be affected by the quality or quantity of water in a watershed; (2) Be capable of promoting the sustainable use of water resources; (3) Be located in the western United States specifically: Arizona, California, Colorado, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington.

**Funding Available:** \$22,000-\$100,000 in the past

**How To Apply:** <http://www.usbr.gov/WaterSMART/cwmp/index.html>



## U.S. Department of Agriculture

### Farm Service Agency Conservation Programs

<http://www.fsa.usda.gov/programs-and-services/conservation-programs/index>

USDA Farm Service Agency oversees a number of voluntary conservation-related programs. These programs work to address a large number of farming and ranching related conservation issues including:

- Drinking water protection
- Reducing soil erosion
- Wildlife habitat preservation
- Preservation and restoration of forests and wetlands
- Aiding farmers whose farms are damaged by natural disasters

#### Source Water Protection Program (SWPP)

The SWPP is designed to protect surface and ground water used as drinking water by rural residents. Through a partnership with the National Rural Water Association, local teams are formed to develop plans to reduce pollutant impacts in rural areas.

<http://www.fsa.usda.gov/programs-and-services/conservation-programs/source-water-protection/index>

#### Conservation Reserve Program (CRP)

The CRP pays a yearly rental payment in exchange for farmers removing environmentally sensitive land from agricultural production and planting species that will improve environmental quality. In exchange for a yearly rental payment, farmers enrolled in the program agree to remove environmentally sensitive land from agricultural production and plant species that will improve environmental health and quality. Contracts for land enrolled in CRP are 10-15 years in length. The long-term goal of the program is to re-establish valuable land cover to help improve water quality, prevent soil erosion, and reduce loss of wildlife habitat.

<http://www.fsa.usda.gov/programs-and-services/conservation-programs/conservation-reserve-program/index>

#### Conservation Reserve Enhancement Program (CREP)

The CREP, an offshoot of CRP, targets high-priority conservation issues identified by local, state, or tribal governments or non-governmental organizations. In exchange for removing environmentally sensitive land from production and introducing conservation practices, farmers, ranchers, and agricultural land owners are paid an annual rental rate. Participation is voluntary, and the contract period is typically 10–15 years, along with other federal and state incentives as applicable per each CREP agreement.

<http://www.fsa.usda.gov/programs-and-services/conservation-programs/conservation-reserve-enhancement/index>

#### Emergency Conservation Program (ECP)

The ECP provides funding and technical assistance for farmers and ranchers to restore farmland damaged by natural disasters and for emergency water conservation measures in severe droughts. The ECP also provides funding and assistance to help ranchers and farmers install water conservation measures during severe drought.

<http://www.fsa.usda.gov/programs-and-services/conservation-programs/emergency-conservation/index>

#### Emergency Forest Restoration Program (EFRP)

The EFRP, which is very similar to the ECP, provides funding to restore privately owned forests damaged by natural disasters.



<http://www.fsa.usda.gov/programs-and-services/disaster-assistance-program/emergency-forest-restoration/index>

### **Farmable Wetlands Program (FWP)**

The FWP is designed to restore wetlands and wetland buffer zones that are farmed. FWP gives farmers and ranchers annual rental payments in return for restoring wetlands and establishing plant cover.

<http://www.fsa.usda.gov/programs-and-services/conservation-programs/farmable-wetlands/index>

## **U.S. Department of Agriculture**

### **Natural Resources Conservation Service**

NRCS provides farmers, ranchers and forest managers with free technical assistance, or advice, for their land. Common technical assistance includes: resource assessment, practice design and resource monitoring. The conservation planner will help you determine if financial assistance is right for you. Technical assistance is also available online through [Conservation Client Gateway](#). More information about NRCS can be found on their home page:

<http://www.nrcs.usda.gov/wps/portal/nrcs/main/national/about/>

### **Environmental Quality Incentives Program (EQIP)**

Grants are available for best management practices and conservation on private, non-industrial forestland and agricultural lands. Financial assistance is available to help plan and implement conservation practices that address natural resource concerns and for opportunities to improve soil, water, plant, animal, air and related resources on agricultural land and non-industrial private forestland. In addition, EQIP can help producers meet Federal, State, Tribal and local environmental regulations.

<http://www.nrcs.usda.gov/wps/portal/nrcs/main/national/programs/financial/eqip/>

**Eligible Applicants:** Owners of land in agricultural or forest production or persons who are engaged in livestock, agricultural or forest production on eligible land and that have a natural resource concern on the land

**Funding Available:** Financial and technical assistance to agricultural and forestland producers through contracts up to 10 years. Not to exceed \$300,000 for all EQIP contracts entered into during any six-year period. If NRCS determines project has special environmental significance the payment limitation is a maximum of \$450,000.

### **Conservation Stewardship Program (CSP)**

CSP helps agricultural producers maintain and improve their existing conservation systems and adopt additional conservation activities to address priority resources concerns. Through CSP, participants take additional steps to improve resource condition including soil quality, water quality, water quantity, air quality, and habitat quality, as well as energy. Participants earn CSP payments for conservation performance - the higher the performance, the higher the payment.

<http://www.nrcs.usda.gov/wps/portal/nrcs/main/national/programs/financial/csp/>

### **Wetlands Reserve Easements (WRE)**

WRE provides habitat for fish and wildlife, including threatened and endangered species, improve water quality by filtering sediments and chemicals, reduce flooding, recharge groundwater, protect biological diversity and provide opportunities for educational, scientific and limited recreational activities.

NRCS also provides technical and financial assistance directly to private landowners and Indian tribes to restore, protect, and enhance wetlands through the purchase of a wetland reserve easement. <http://www.nrcs.usda.gov/wps/portal/nrcs/detail/or/home/?cid=stelprdb1249312>



### **Agricultural Land Easements (ALE)**

ALE is designed to protect the long-term viability of the nation's food supply by preventing conversion of productive working lands to non-agricultural uses. Land protected by agricultural land easements provides additional public benefits, including environmental quality, historic preservation, wildlife habitat and protection of open space.

<http://www.nrcs.usda.gov/wps/portal/nrcs/detail/or/home/?cid=stelprdb1249312>

### **Emergency Watershed Protection (EWP)**

The EWP program was set up by Congress to respond to emergencies created by natural disasters. The United States Department of Agriculture's Natural Resources Conservation Service is responsible for administering the program. EWP is designed to relieve imminent hazards to life and property caused by floods, fires, windstorms, and other natural occurrences. It is not necessary for a national emergency to be declared for an area to be eligible for assistance. Activities include providing financial and technical assistance to remove debris from streams, protect destabilized streambanks, establish cover on critically eroding lands, repairing conservation practices, and the purchase of flood plain easements. The purpose of EWP is to help groups of people with a common problem. EWP is generally not an individual assistance program. All projects undertaken must be sponsored by a political subdivision of the State, such as a city, county, general improvement district or conservation district, or by a tribal government.

<http://www.nrcs.usda.gov/wps/portal/nrcs/main/or/programs/financial/ewp/>

### **Other NRCS Programs**

There are other NRCS programs that are specific to Oregon geographic areas---Wildfire Rehabilitation Initiative, Organic Initiative, drought funding, and restoration funding---see the Oregon NRCS link for more information on those:

<http://www.nrcs.usda.gov/wps/portal/nrcs/main/or/programs/financial/eqip/>

*Anyone applying for EQIP or any of the other NRCS grants for the first time should schedule a meeting with NRCS to discuss their options before moving forward.*

## **U.S. Department of Agriculture**

### **Rural Development Water and Waste Disposal Direct Loans and Grants**

**Eligible Projects:** Pre-construction and construction associated with building, repairing, or improving drinking water, solid waste facilities and wastewater facilities

**Eligible Applicants:**

- Cities or towns with fewer than 10,000 population
- Counties, special purpose districts, non-profit corporations or tribes unable to get funds from other sources at reasonable rates and terms

**Funding Available:** Loans (40-year term), grants in some cases, interest rates vary (currently 2.125 – 3.5%)

**How To Apply:** Applications accepted year-round on a fund-available basis.

<http://www.rd.usda.gov/programs-services/water-waste-disposal-loan-grant-program>

## **U.S. Department of Commerce**

### **Community Development Block Grant Planning Program**

Region 10 HUD

Seattle Regional Office

Phone: (206) 220-5101

<http://portal.hud.gov/hudportal/HUD?src=/states/washington/offices>



[http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/comm\\_planning/communitydevelopment/programs](http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/communitydevelopment/programs)

**Eligible Projects:** Comprehensive plans, Infrastructure plans, Feasibility studies, Community action plans, Low-income housing assessments

**Eligible Applicants:** Projects must principally benefit low- to moderate-income people in non-entitlement cities and counties.

- Cities or towns with fewer than 50,000 people
- Counties with fewer than 200,000 people

**Funding Available:** Grants

- Up to \$24,000 for a single jurisdiction
- Up to \$35,000 for single jurisdiction projects that address urgent public health and safety needs
- Up to \$40,000 for multiple jurisdictions/joint application

**How To Apply:** <http://portal.hud.gov/hudportal/HUD?src=/states/washington/offices>

## Rural Community Assistance Corporation (RCAC)

Environmental Programs

1020 S.W. Taylor Street Suite 450

Portland, OR 97205

**Local contacts:**

Chris Marko, Rural Development Specialist 503- 228-1780

RosAnna Noval, Rural Development Specialist 503-308-0207

Email: [cmarko@rcac.org](mailto:cmarko@rcac.org); [rnoval@rcac.org](mailto:rnoval@rcac.org)

Website: [www.rcac.org](http://www.rcac.org)

At the national level, RCAC has a variety of loans for water and/or wastewater planning, environmental work, and other work to assist in developing an application for infrastructure improvements

**Eligible Applicants:** Non-profit organizations, public agencies, tribes, and low-income rural communities with a 50,000 population or less, or 10,000 or less if guaranteed by USDA Rural Development financing.

**Funding Available:**

- Maximum \$50,000 for feasibility loan
- Maximum \$350,000 for pre-development loan
- 1 year term
- 5.5% interest rate

**How To Apply:** Applications accepted anytime. [www.rcac.org](http://www.rcac.org)

**National contact:** Josh Griff, 720-951-2163, [jgriff@rcac.org](mailto:jgriff@rcac.org)

## Water Research Foundation - Source Water Protection Cost-Benefit Tool

This is a free, online suite of tools designed to assist in evaluating the triple bottom-line costs and benefits of different source water protection options. Cost/benefit calculations help evaluate, prioritize, justify, and ultimately implement source water protection initiatives.

<http://www.swptool.org/index.cfm>

## Healthy Watersheds Consortium

The Healthy Watersheds Consortium Grant Program has just published a Request for Proposals (RFP) to support local projects that protect and sustain healthy watersheds (including drinking water sources). Through this program, EPA will provide approximately \$3.75 million over six years to the U.S. Endowment for Forestry and Communities for projects that develop and/or





support state, interstate, and tribal healthy watersheds programs and enhance collaboration among the many groups who benefit from protecting healthy watersheds such as drinking water utilities, hunters and fisherman, foresters and farmers, and more. The Endowment is also matching a portion of EPA's financial commitment to the partnership and expects to leverage additional funding from other public and private sources.

The goal of the Healthy Watersheds Consortium Grant Program is to accelerate strategic protection of healthy, freshwater ecosystems and their watersheds. This goal will be achieved by: Funding key projects identified in existing watershed protection or conservation plans; Building the sustainable organizational infrastructure, social support, and long-term funding commitments necessary to implement large-scale protection of healthy watersheds; and supporting innovative or catalytic projects that may accelerate or broadly advance the field of practice for watershed protection efforts. For more information and to view and download the RFP and other helpful documents, visit the website:

<http://usendowment.org/partnerships/hwcgrantprogram.html>

For questions, please contact Peter Stangel at [peter@usendowment.org](mailto:peter@usendowment.org).

## Ecotrust

<http://www.ecotrust.org/>

Ecotrust works to protect and restore watersheds and the economic and public health of the communities that depend upon them. Ecotrust develops and applies strategic approaches that improve habitat for native fish and wildlife, create local jobs and recreational opportunities, increase public awareness of the value of nature's services like water, and ensure a more reliable access to clean water for all members of the Oregon communities. Ecotrust provides Ecosystem Services, GIS Analysis, Mapping, Cartography, Data and Software Development, Economic Impact Assessment, etc.

## Ecotrust Forest Management

<http://ecotrustforests.com>

Ecotrust Forest Management is a for-profit forestland investment management company that acquires and manages land on behalf of investors and forestland owners to enhance forest health and productivity, and to produce a diverse array of forest products and services including timber, biomass, carbon, and improved habitat and water quality. Where possible, our goal is to transition land to long-term, local, stewards of land like Tribes, Community Forests, Public or State Agencies etc. EFM is adept at using a wide array of financing sources— New Market Tax Credits, carbon credits, conservation easements, and restoration funding — to supplement private capital resources in the acquisition and management of forestland. Contact:

[info@ecotrustforests.com](mailto:info@ecotrustforests.com)

# LAND TRUSTS

Resources to assist in locating a land trust can be found here:

<http://findalandtrust.org/states/oregon41>

## Coalition of Oregon Land Trusts

The Coalition of Oregon Land Trusts (COLT) is a newly formed nonprofit representing and serving Oregon's land trusts. Its mission is to serve and strengthen the land trust community in Oregon. Oregon's land trust community is working at local, regional, and statewide scales with





landowners, communities, public agencies and other partners to maintain the state's natural heritage and the economies it supports. COLT will accomplish its mission by strengthening public policies and programs that are supportive of land conservation, helping to build capacity within and across land trusts, and communicating to key audiences about the role of land trusts in conserving Oregon's natural heritage and healthy human communities that depend on it. There are currently 18 land trusts that are members of COLT.

Coalition of Oregon Land Trusts

322 NW 5th, Suite 312 Portland, OR 97209

Phone: 503-719-4732 <http://oregonlandtrusts.org/>

## Land Trust Alliance

The Land Trust Alliance is a national conservation organization that works preserve land through conservation and easements, so land and natural resources get protected. The Alliance is based in Washington, D.C., and has several regional offices.

Northwest Conservation Manager

1353 Officers Row Vancouver, WA 98661

Phone: (971) 202-1483 <http://www.landtrustalliance.org/>

## Individual land trusts which may be of assistance include:

### The Trust for Public Land

<http://www.tpl.org/services/conservation-transactions>

### The Nature Conservancy

<http://www.nature.org/>

## FOUNDATIONS

### The Oregon Community Foundation / Community Grant Program

**Eligible Projects:** Community Livability, Environment & Citizen Engagement (*10 to 20 percent of grants*)

- Promote leadership development, volunteerism, immigrant integration, and civic participation
- Support stewardship and appreciation of Oregon's outdoor spaces and scenic beauty
- Address social, economic and environmental challenges or opportunities by bringing together disparate stakeholders
- Preserve places essential to communities' civic and historic identities

**Eligible Applicants:** nonprofits with tax-exempt status under Section 501(c)(3)

**Funding Available:** average grant is \$20,000

**Contact:** <http://www.oregoncf.org/grants-scholarships/grants/community-grants>

### National Fish and Wildlife Foundation

**Eligible Projects:** Environmental Solutions for Communities (1:1 match required)

- Supporting sustainable agricultural practices and private lands stewardship;
- Conserving critical land and water resources and improving local water quality;



- Restoring and managing natural habitat, species and ecosystems that are important to community livelihoods;
- Facilitating investments in green infrastructure, renewable energy and energy efficiency; and
- Encouraging broad-based citizen and targeted youth participation in project implementation.

**Eligible Applicants:** non-profit 501(c) organizations, state government agencies, local governments, municipal governments, Indian tribes, educational institutions

**Funding Available:** grants range from \$25,000 to \$100,000

**Contact:** 202-595-2434 - Community-Based Conservation

## Access Fund Foundation

**Eligible Projects:** land acquisitions; considering the management and financial resources of land ownership, the Access Fund views land acquisitions as a tool of last resort and have adopted the following guidelines for land acquisition projects. If you are requesting funds for a land acquisitions please call the Access Fund before submitting your application.

- The area must be imminently threatened with permanent closure or sale to an outside party that may consider land development opportunities or other uses threatening its climbing and/or access resources.
- The area can be acquired for a reasonable price (reasonable price being one that falls within existing market values and is not in excess of appraised value), together with a reasonable budget (including secured funding) or secured exit-strategy for management by another land trust, local climbers organization or governmental agency.
- A fully executed purchase agreement stating how the project will be funded is required before Access Fund grant funds will be allocated to any acquisition.
- A high degree of matching funds is required. The Access Fund's role in land acquisitions is as an additional, not primary, funding resource.
- Applicants whose projects require continued payments and/or financing should submit a plan describing how these payments will be met in the future. These include, but are not limited to, property tax payments, loan payments, lease and mortgage payments. This payment plan will be taken into consideration during the grant review process.

**Eligible Applicants:** Local climbing groups, individuals or organizations (Note: tax exempt 501(c)(3) status is not a pre-requisite); governmental agencies that wish to sponsor or organize a local project; conservation organizations and land trusts.

**Funding Available:** \$1,000 to \$4,000. (The Access Fund considers requests for over \$10,000, but these projects should have national significance and utilize a high degree of matching funds.)

**Contact:** <http://www.accessfund.org/>

## The Collins Foundation

**Eligible Projects:** land acquisitions; grants are for projects that directly benefit the residents of Oregon

**Eligible Applicants:** nonprofits with tax-exempt status under Section 501(c)(3) / agencies that have current registration with the offices of the Oregon State Attorney General and the Secretary of State

**Funding Available:** varies; grants may range from \$3000 to \$150,000

**Contact:** [www.collinsfoundation.org](http://www.collinsfoundation.org)



### Giles W. and Elise G. Mead Foundation

**Eligible Projects:** Preserving and improving the environment; primary emphasis forestry, fisheries and the sustainable use of natural resources in western North America

**Eligible Applicants:** nonprofits with tax-exempt status under Section 501(c)(3) in western North America

**Funding Available:** past grants ranged from \$15,000 to \$100,000

**Contact:** <http://www.gileswmeadfoundation.org/>

### Rose E. Tucker Charitable Trust

**Eligible Projects:** giving limited to organizations and projects in Oregon, with emphasis on the metropolitan Portland area; land acquisition is eligible

**Eligible Applicants:** nonprofits with tax-exempt status under Section 501(c)(3)

**Funding Available:** past grants ranged from \$6,000 to \$150,000

**How to Apply:** apply anytime; board meets approximately every 2 months

**Contact:** [Tuckertrust@stoel.com](mailto:Tuckertrust@stoel.com)

### Doris Duke Charitable Foundation

**Eligible Projects:** The foundation's grant-making is designed to provide frameworks and concrete examples of how practitioners can protect biodiversity in light of climate change through strategic land conservation. The program's adaptation efforts focus on three critical land conservation activities undertaken by non-profit organizations and government natural resource agencies:

- Habitat conservation planning (i.e., the identification of which sites should be conserved in their natural state to benefit wildlife);
- Permanent land protection (i.e., the acquisition of conservation easements or fee title to secure high priority sites); and C) Management of lands already in protected status. The goal for each of these activities is to encourage the conservation community to augment the dominant species-based approach to wildlife conservation with a focus on maintaining ecosystem functionality as climate change takes hold.
- The program has adopted three approaches to achieve its objectives: 1) Identifying resilient landscapes; 2) Protecting resilient landscapes; and 3) Managing conserved lands.

**Eligible Applicants:** nonprofits with tax-exempt status under Section 501(c)(3)

**Funding Available:** past grants ranged in the \$100K

**Contact:** <http://www.ddcf.org/what-we-fund/environment/>

### Bonneville Environmental Foundation

**Eligible Projects:** renewable power and acquire, maintain, preserve, restore, protect, and/or sustain fish and wildlife habitat within the Pacific Northwest.

Interest area: Watershed Restoration Program---supports restoration of damaged watershed ecosystems; supports communities trying to heal their local watersheds by supporting watershed restoration projects grounded in the best available watershed science

**Eligible Applicants:** nonprofit organizations

**Funding Available:** varies

**Contact:** [www.b-e-f.org](http://www.b-e-f.org)



## The Bullitt Foundation

### Program priorities:

- Manage freshwater resources: control, use, distribution, conservation;
- Conserve and restore resilient watersheds, wetlands and estuaries;
- Maintain a working land base for sustainable agriculture and forestry;
- Enforce laws and policies intended to assure air and water quality;
- Create landowner incentives for maintaining and enhancing ecosystem services, including the development of market-based mechanisms.

**Eligible Applicants:** nonprofit organizations in Washington, Oregon, Idaho, western Montana, south-central Alaska, and British Columbia. Within that broad geographic range, work is targeted to specific sub-regions generally associated with major population centers.

**Funding Available:** varies---past grants ranged from \$10,000 to over \$600,000

**Contact:** <http://www.bullitt.org/>

## Weyerhaeuser Foundation

**Eligible Projects:** forestry practices, manufacturing's effects on air, water and land; free trade, recycling, diversity, land conservation and environmental education; land acquisitions or conservation easement projects may fit with the Foundation's priorities and goals

**Eligible Applicants:** educational institutions, non-profit organizations, research institutions in Oregon and Washington

**Funding Available:** \$1,000 - \$50,000

**Contact:** <http://www.wfamilyfoundation.org/>

## Laird Norton Foundation

**Eligible Projects:** projects contribute to a heightened awareness of the ecological, social and economic significance of water sources and watersheds. Preference will be given to projects which demonstrate innovative measures for protecting and restoring water resources and which involve local communities and/or regional institutions.

**Eligible Applicants:** nonprofit organizations working in Hood Canal (WA), Upper Deschutes (OR), and Rogue (OR) watersheds

**Funding Available:** varies; past grants ranged from \$10k to \$100k

**Contact:** <http://www.lairdnorton.org>





## Appendix #5

### Management Strategies for High Priority Potential Sources of Pollutants Identified in Rockaway Beach WD's Groundwater Drinking Water Source Area

Contact Drinking Water Protection Staff with questions or for assistance with any potential sources of contamination not identified in this document.

Source of Info or Regulatory Database Identifier (DB_ID)	Potential Pollutant Type	Potential Impact	Recommended Management Measures and Fact Sheets/Resources
<b>Primary Land Ownership/Use</b>  Private Non-Industrial/Urban  Lands that have urban residential and/or rural residential development	All Residential	Spills, leaks, or improper handling of chemicals, fuels, wastewater, and other materials may impact drinking water. Infiltration containing pesticides or fertilizers may impact drinking water.	<input type="checkbox"/> Contact residents (see DEQ Website for example letter) and provide them information on their location within your Drinking Water Source Area. Send relevant fact sheets and web resources from list below.  <b>Fact Sheets/Resources</b> *DEQ DWP website for Residential Land Uses: <a href="http://www.deq.state.or.us/wq/dwp/residential.htm">http://www.deq.state.or.us/wq/dwp/residential.htm</a> Groundwater Basics: <a href="http://www.deq.state.or.us/wq/pubs/factsheets/drinkingwater/GroundwaterBasics.pdf">http://www.deq.state.or.us/wq/pubs/factsheets/drinkingwater/GroundwaterBasics.pdf</a> *Protecting Oregon's Groundwater from Contamination: <a href="http://groundwater.orst.edu/groundwater/">http://groundwater.orst.edu/groundwater/</a> Healthy Lawn, Healthy Environment: <a href="https://www.epa.gov/sites/production/files/2014-04/documents/healthy_lawn_healthy_environment.pdf">https://www.epa.gov/sites/production/files/2014-04/documents/healthy_lawn_healthy_environment.pdf</a> *What is Household Hazardous Waste?: <a href="http://www.deq.state.or.us/lq/pubs/docs/sw/hhw/WhatIsHHW.pdf">http://www.deq.state.or.us/lq/pubs/docs/sw/hhw/WhatIsHHW.pdf</a> *Household Hazardous Waste Program: <a href="http://www.deq.state.or.us/lq/sw/hhw/index.htm">http://www.deq.state.or.us/lq/sw/hhw/index.htm</a> *Household Pharmaceutical Waste Disposal: <a href="http://www.deq.state.or.us/lq/pubs/factsheets/sw/HouseholdPharmaceuticalWasteDisposal.pdf">http://www.deq.state.or.us/lq/pubs/factsheets/sw/HouseholdPharmaceuticalWasteDisposal.pdf</a>  Additional measures may include: <input type="checkbox"/> Ongoing education program on household hazardous waste and proper disposal of pharmaceuticals, lawn and landscaping, septic system maintenance.
<b>Regulatory Database Results</b>  Domestic Wastewater and Water quality permit Layers  <b>or Local Knowledge:</b>	Sewer Lines - Close Proximity to well or spring	If not properly designed, installed, and maintained, sewer lines can impact drinking water, especially adjacent to a waterbody or within the 2-year time-of-travel zone for drinking water wells.	<input type="checkbox"/> Contact jurisdiction for sewer/wastewater management and determine status of sewer lines and sewer plan <input type="checkbox"/> Identify broken or cracked lines, areas with inflow and infiltration. <input type="checkbox"/> Plan for or complete replacement/repair or double sleeve of sewer lines within 2-year TOT or within Zone 1 for springs. <input type="checkbox"/> Identify upgrade or replacement of lines as a high priority within City Sewer Master Plan. Include timeline.

<b>Regulatory Database Results:</b> Transportation – Interstates/Highways and Railroad selections	All transportation and ROW related PCSs (Highway, high use roads, railroad, transmission lines)	Vehicle use increases risk for fuel and other chemical leaks, spills and emissions affecting drinking water. Over-application or improper handling of pesticides or fertilizers may impact drinking water supply. Construction and maintenance of roadways and corridors may contribute to increased erosion and turbidity in drinking water.	<ul style="list-style-type: none"> <li><input type="checkbox"/> Notify the owner (City, County, ODOT, railroad, transmission line, etc) and local first responders of your Drinking Water Source Area location. 'OR Emergency Response Program Local Emergency Managers List: <a href="https://www.oregon.gov/OMD/OEM/docs/plan_train/locals_list.pdf">https://www.oregon.gov/OMD/OEM/docs/plan_train/locals_list.pdf</a></li> <li><input type="checkbox"/> Request elimination or minimization of herbicide application on right-of-ways that may contaminate groundwater. If appropriate, send *Managing Small-Scale Application of Pesticides to Prevent Contamination of Drinking Water <a href="http://www.deq.state.or.us/wq/dwp/docs/EPA/EPASWPPPracticesBulletin_PesticidesLargeScale.pdf">http://www.deq.state.or.us/wq/dwp/docs/EPA/EPASWPPPracticesBulletin_PesticidesLargeScale.pdf</a></li> <li><input type="checkbox"/> Identify if stormwater injection wells are present. If they are present, verify the permit status by contacting the Oregon DEQ's Water Quality staff at (503) 229-5945.</li> <li><input type="checkbox"/> Send info on drinking water protection for shallow injection well owners and operators: <a href="http://www.deq.state.or.us/wq/pubs/factsheets/uic/shallowinjwell.pdf">http://www.deq.state.or.us/wq/pubs/factsheets/uic/shallowinjwell.pdf</a></li> </ul> <p>Additional recommendations:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Encourage proper use or elimination of any dry wells or sumps in your wellhead protection area.</li> <li><input type="checkbox"/> Ask transportation officials to examine spill/runoff detention capacity to avoid contaminants entering the groundwater after an accident. Transportation and handling of fuels and chemicals in bulk Website: <a href="http://groundwater.orst.edu/protect/transport.html">http://groundwater.orst.edu/protect/transport.html</a></li> <li><input type="checkbox"/> Ask for notification of water system in case of spills</li> <li><input type="checkbox"/> Reroute transport of hazardous materials</li> <li><input type="checkbox"/> Water system assumes responsibility of non-chemical weed control.</li> </ul>
<b>Regulatory Database Results:</b> UIC Status1 Field = Onsite System Or Water Quality permits Status = WPCF and Domestic	Large Capacity Septic Systems (serves > 20 people) - Class V UICs	If not properly sited, designed, installed, and maintained, septic systems can impact drinking water.	<ul style="list-style-type: none"> <li><input type="checkbox"/> In addition to general Residential/Municipal Fact Sheets, send: *Managing Septic Systems to Prevent Contamination of Drinking Water <a href="http://www.deq.state.or.us/wq/dwp/docs/EPA/EPASWPPPracticesBulletin_SepticSystems.pdf">http://www.deq.state.or.us/wq/dwp/docs/EPA/EPASWPPPracticesBulletin_SepticSystems.pdf</a></li> <li><input type="checkbox"/> Verify UIC registration and on-site permit with DEQ.</li> <li><input type="checkbox"/> Get notification from DEQ on permit modifications</li> <li><input type="checkbox"/> Upgrade septic systems and establish an ongoing septic system maintenance program.</li> </ul> <p>DEQ On-site permitting: <a href="http://www.deq.state.or.us/wq/onsite/onsite.htm">http://www.deq.state.or.us/wq/onsite/onsite.htm</a></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> If applicable, ongoing education program for residents or businesses on household hazardous waste and proper disposal of pharmaceuticals.</li> </ul> <p>Household Hazardous Waste Program: <a href="http://www.deq.state.or.us/lq/sw/hhw/index.htm">http://www.deq.state.or.us/lq/sw/hhw/index.htm</a></p> <p>Household Pharmaceutical Waste Disposal: <a href="http://www.deq.state.or.us/lq/pubs/factsheets/sw/HouseholdPharmaceuticalWasteDisposal.pdf">http://www.deq.state.or.us/lq/pubs/factsheets/sw/HouseholdPharmaceuticalWasteDisposal.pdf</a></p>

## APPENDIX B

### Public Outreach Examples

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## **PRESS RELEASE**

**FOR IMMEDIATE RELEASE**  
**August XX, 2024**

**Contact:**  
Suzanne de Szoeki  
GSI Water Solutions, Inc.  
sdeszoeki@gsiws.com  
541-257-9006

### **Rockaway Beach Seeks Community Input on Sourcewater Protection Plan**

ROCKAWAY BEACH, Oregon – On September 12, the City of Rockaway Beach will host a town hall to discuss a draft Sourcewater Protection Plan focused on the Jetty Creek watershed. The hybrid meeting will be held from 5:30 pm to 7:00 pm at City Hall (276 US-101 - Civic Facility, Rockaway Beach, OR) and virtually via Zoom.

The City of Rockaway Beach seeks community input on the draft Sourcewater Protection Plan, which will help inform the City's source water protection efforts in the Jetty Creek watershed, the City's primary drinking water source. The town hall will include an overview of the plan development process, and a discussion of risks to drinking water sources identified and prioritized thus far. There will be a timed public comment section at the beginning of the meeting, in addition to opportunities for community members to ask questions and share feedback at the end. Those unable to attend will be able to view a recording of the town hall and submit comments and questions afterwards.

The planning process has been made possible by a grant from the Oregon Health Authority. The City Council established the Sourcewater Protection Plan Development Advisory Committee (SPPDAC) to provide reviews and community input during the development of the Plan. Additionally, the City has engaged a Sourcewater Protection Team consisting of local stakeholders and technical experts to guide development of the Plan. This will be the first of two town halls for community members to provide input on the Plan.

To read the draft risks prioritization document, join the Zoom meeting, or view the meeting recording, please visit the [City's SPPDAC webpage](#).

###

# CITY OF ROCKAWAY BEACH SOURCE WATER PROTECTION PLAN TOWN HALL

## Community Input Needed

Please join us for a town hall on March 18 to learn about the City's Draft Source Water Protection Plan for the Jetty Creek watershed and provide feedback on the Draft Plan. Community engagement is an essential part of source water protection planning.

## Date and Time:

Tuesday, March 18 | 6:00–7:30 PM

## Location:

City Hall (276 Hwy. 101 S.,  
Rockaway Beach, OR)

## To Attend Virtually:



Visit the City's  
Sourcewater Protection  
Plan Development  
Advisory Committee  
(SPPDAC) webpage.

## TOWN HALL WILL INCLUDE:

- **Overview** of the Source Water Protection Plan development process
- **Discussion** of elements of the draft Plan, including:
  - Risks to the City's primary drinking source, the Jetty Creek Watershed
  - Strategies to address the risks
  - Plan to implement the strategies
- **Time** for public comments and questions.

## For information, please contact:

Suzanne de Szoeki at [sdeszoeki@gsiws.com](mailto:sdeszoeki@gsiws.com) or 541-257-9006  
<https://corb.us/advisory-committees/>





# UPCOMING TOWN HALL

**We invite you to a Town Hall about the draft Source Water Protection Plan for the Jetty Creek Watershed. We want your feedback!**



**WHEN:** Tuesday, March 18, 6:00-7:30 PM

**WHERE:** City Hall (276 Hwy. 101 S., Rockaway Beach, OR)

**TO ATTEND VIRTUALLY:** <https://corb.us/advisory-committees/>

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## APPENDIX C

### Resources for Community Water System Operators

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# OREGON DEPARTMENT OF EMERGENCY MANAGEMENT

## Local Water Supply Emergency Planning Guidance

Feb. 2, 2023

Contents

Purpose.....3

Planning Assumptions .....3

Understanding ORS 536 and ORS 401 Emergency Declarations .....3

    ORS 536 Drought Declaration.....3

    ORS 401 Water Supply Emergency Declaration .....4

Planning Checklist.....5

    Preparing for Drought and Water Shortages .....5

    Responding to Drought and Water Shortages .....8

Best Practices for Responding to an Emergency ..... 10

Special Considerations..... 12

    Community Points of Distribution (CPODs)..... 12

    Water Hauling..... 12

Appendix A: Resources for Community Water System Operators..... 13

Appendix B: Dry Domestic Personal Wells ..... 14

Appendix C: Sample County Drought Declaration Resolution ..... 15



## Purpose

This guidance identifies potential solutions when anticipating or experiencing sustained drought causing localized or widespread drinking, sanitation and household water supply shortages. When responding to any emergency, the first step is to follow your local emergency operations plan to ensure appropriate entities are engaged.

## Planning Assumptions

- Drought is a normal, recurring feature of climate and occurs almost everywhere, although its features vary from region to region and defining it can be difficult.
- Changes in the timing of streamflow related to changing snowmelt have been observed and are likely to continue, reducing the supply of water for many competing demands and causing widespread ecological and socioeconomic consequences.
- Prolonged periods of reduced precipitation contribute to water supply deficits that can increase the time it takes for water supplies to recover.
- Sustained high temperatures increase demand on water supply systems and stress within the natural environment.
- Drought is a slowly developing – and often long-lasting – disaster with cumulative impacts, making consistent early monitoring and detection critical. Drought can have adverse effects on agriculture, community water supplies, industry, fish and wildlife, recreation, and other uses of water to support communities and individuals.
- During a drought, local and tribal jurisdictions will consider all water management tools available and routinely consult with drinking water suppliers within the region.
- Local jurisdictions have initial responsibility for providing emergency drinking water supplies.
- When local resources have been exhausted, assistance may be provided by state agencies.

## Understanding ORS 536 and ORS 401 Emergency Declarations

Drought declarations under Oregon Revised Statute (ORS) 536 and emergency declarations under ORS 401 allow for different types of state assistance. Drought declarations provide water rights holders with temporary, short-term methods of accessing water resources or putting water to beneficial use. Emergency declarations enable emergency resource procurement and allocation when the lack of water supply resources threatens health and safety. This section supports local and tribal emergency managers in accessing the most appropriate state assistance associated with drought conditions and water supply emergencies.

In most instances, an ORS 536 drought declaration should occur before an ORS 401 emergency declaration to conserve limited state resources. In some cases, especially when it's anticipated that drought conditions may occur statewide, the governor may issue concurrent drought and emergency declarations. When this occurs, it's to facilitate proactive emergency planning and resource coordination to address anticipated water supply shortages.

### ORS 536 Drought Declaration

Counties and tribes can declare a drought emergency and petition the governor to declare a state drought emergency under ORS 536. Oregon Water Resources Department (OWRD) offers water users (e.g., farmers, ranchers, cities, industry) additional water rights tools to address supply shortages. An ORS 536 drought

declaration is not intended to address life safety impacts. An ORS 536 drought declaration makes available the following emergency tools and powers: temporary emergency water use permits, temporary transfers, temporary instream leases, temporary substitutions, special option agreements, human consumption or stock water use preferences, and water conservation or curtailment. Download the OWRD [State Drought Declaration Process and Emergency Tools](#) document for more information.

### **ORS 401 Water Supply Emergency Declaration**

When a drought causes water supply shortages that affect life safety within local or tribal jurisdictions, then a state of emergency should be declared under ORS 401. Local, tribal and county emergency declarations allow emergency actions at the local level to meet immediate needs. This often means procurement process requirements may be eased. Local, tribal and county governments should use every means available, including mutual aid, to prevent loss of life and interruption of essential services. When a county or tribe has exhausted local and regional resources, it may request state assistance through the Oregon Department of Emergency Management (OEM).

The state will not provide direct financial support under an ORS 401 declaration. The level of state assistance will be determined by the extent of the threat to life safety, resources available, statewide priority and type of assistance requested. All requests are reviewed by OEM and assigned to one or more state partners for fulfillment. The state will respond within its capabilities and request interstate or federal government support, if necessary. Resources may include technical assistance, equipment, personnel, facilities, communications or coordination.

## Planning Checklist

Drought impacts many sectors. The focus of this section is on water supply shortages that pose life safety issues by jeopardizing water for drinking, sanitation and other household purposes.

### Preparing for Drought and Water Shortages

#### 1. Understand and define drought impacts.

- Identify affected water sources and assess the severity of the effects.
- Identify public water systems vulnerable to reductions in supply, see [Appendix A: Resources for Community Water System Operators](#).
- Engage with vulnerable local water systems to track changes in water supply over time and forecast expected rates of change.
- Identify other factors contributing to water supply shortages (e.g., damaged or leaking pipes, improperly constructed wells, collapsed well casings, inadequate storage) and determine timelines for resolving issues.
- Identify the number of households that use domestic wells.
- Engage with the local [watermaster](#) to understand regional water supply impacts.
- Consider the effects of severe weather. Hot, dry days can cause an increase in plant evapotranspiration and open container evaporation, which may reduce surface water flows as well as soil moisture.
- Identify the total number of people potentially affected. This information will drive many planning assumptions since an individual needs about 1 gallon of water per day to survive. The average American domestic water user uses about 80-100 gallons per day for normal household indoor activities.

#### 2. Review existing plans.

- Review existing county or tribal emergency operations plans and address potential planning gaps.
- Identify water providers' existing plans for addressing water shortages:
  - Water management and conservation plan (WMCP).
  - Emergency response plan.
  - Drought contingency plan.
  - Hazard mitigation plan.
  - Water curtailment plan.

#### 3. Organize a collaborative local response planning team.

- Include members who have local knowledge and technical expertise, represent multiple disciplines and are focused on solutions.
- Involve the whole community, including government, community-based organizations, nonprofit organizations, private sector businesses, organizations and agencies from other sectors, people with disabilities, individuals with access and functional needs, infants, children and older adults.
- Some recommended members include but are not limited to:
  - County commissioners.
  - Water system operators (both drinking water and wastewater facilities).
  - Local drinking water regulators.
  - Local OWRD watermaster.
  - Fire departments.
  - Tribal representatives.

- OEM preparedness and response and mitigation and recovery regional coordinators.
- Oregon Department of Human Services (ODHS) regional coordinators.
- Oregon Water/Wastewater Agency Response Network (ORWARN).
- Local community emergency response organizations (i.e., CERT) and faith-based organizations that can mobilize volunteers.
- Water-related planning groups.
- Local public information officers.

#### **4. Develop a jurisdictional communication plan for drought and water shortages.**

- Pre-identify available public information officer resources that may be activated during a response.
- Develop accessible public education materials (translated and in formats accessible to individuals with access and functional needs).
  - Water shortages impacting community water systems:
    - Strategies for conserving water that system users can take to maximize water.
    - Role of the community when water conservation or curtailment measures are implemented.
    - Ways that community members can get involved with helping.
    - Actions that community members should take when a water shortage occurs.
  - Domestic dry wells:
    - How to maintain your well, indicators a well may be going dry, and when and where to report a dry well.
    - Strategies for conserving water that household residents can take to maximize water (the Oregon State University Well Water Program has educational materials and is willing to be a resource to aid in developing additional resources. Contact the program at [well.water@oregonstate.edu](mailto:well.water@oregonstate.edu)).
    - Ways that community members can help (e.g., what to donate and where or how to volunteer).

#### **5. Prioritize local water needs.**

Identify critical facility needs.

- Critical facilities in your community may have significant water needs, such as hospitals, long-term care facilities, food processing plants, public safety facilities, and wastewater treatment and processing facilities.

Consider water needs for agriculture.

- Water for agricultural production and processing typically is not prioritized as highly as health and safety considerations during an emergency.
- Lack of water to support agricultural production and processing poses potential impacts on local economies and supply chain management.
- Loss of livestock because of extended water shortages can become a secondary public health concern, as higher temperatures will increase decomposition rates and create additional health and safety concerns. As such, carcasses must be disposed of quickly using accepted disposal methods.

Consider water availability for firefighting.

- A major fire event concurrent with a significant drought can pose a special risk should water for fire suppression become unavailable due to reduced supply.

- Coordination among emergency managers and local, state and federal firefighting resources is vital for ensuring sufficient water supply to conduct effective fire suppression without causing sudden drinking water supply depletion.

Consider economic impacts.

- Disruption of water availability can result in economic hardships for individuals and businesses.
- Identify businesses at risk of closing if water shortages cannot be remedied.
- Determine if economic impacts will affect the operations of critical facilities, such as hospitals.

## **6. Identify resources for domestic personal wells.**

- Pre-identify the organizations or groups that may test and provide verification a well is dry due to drought vs. non-operational due to mechanical or maintenance issues (e.g., licensed well driller or pump installer, public works officials or volunteers specifically trained in performing verification).
- Evaluate and pre-identify local resources available to assist potential personal well owners with:
  - Deepening or replacing an existing well.
  - Sources for temporary potable water.
  - Testing water levels in wells to verify well is dry vs. non-operational due to mechanical or maintenance issues.
  - Providing temporary potable water storage (e.g., water tanks).
  - Transporting potable water to household water storage tanks.
  - Plumbing temporary water storage tanks into homes.
- Review local or tribal codes and ordinances to determine if there are any waivers or permits required for connecting temporary water storage tanks to preexisting plumbing.
- Specific areas have wells that go dry annually and have adapted to such occurrences. Solutions may be readily available without engaging in an emergency response.
- Consult OWRD's dry well [handout](#) to troubleshoot issues with drying water wells.
- Pre-identify strategies to solicit, accept, store and disburse bottled water donations.
- See [Appendix B: Dry Domestic Personal Wells](#) for additional information about household responsibilities and resources.

## **7. Understand state and federal regulations.**

- When identifying potential response strategies, engage with state and federal regulators for technical expertise and to ensure compliance with state requirements.
- Oregon Health Authority (OHA) Drinking Water Services regulates the safety of public water supply systems.
- OWRD regulates the use of surface water and groundwater.
- Oregon Department of Environmental Quality (DEQ) regulates wastewater sanitation and management.

## **8. Identify strategies and document local capabilities to respond to drought.**

- Talk to local and regional partners that can deliver mutual aid, such as ORWARN or local fire departments.
- The local OWRD watermaster can assist in identifying alternatives, such as other public water systems or private wells, and should be contacted to ensure emergency supplies are obtained legally.

- Talk to local businesses to identify what resources or capabilities they may be able to provide.
  - Examples of resources include water trucks, commercial water hauling companies, water tanks for short-term storage, water point of distribution equipment (e.g., trailers, manifolds) and bottled water distributors.
- Consider non-traditional solutions and partnerships. Be creative within regulatory guidelines.

**Remember the following when identifying potential response strategies:**

- What are the costs associated with implementing each identified strategy and who is responsible for these costs?
- How long can the identified strategy be sustained?
- For any strategy that's implemented, what are the thresholds for demobilizing?

**9. Identify thresholds for local response.**

- Set clear, data-driven thresholds and associated actions (e.g., if stream flow drops below 300 gallons per minute, then implement curtailment measures restricting outdoor water use).

## **Responding to Drought and Water Shortages**

During the preparedness phase, counties should identify thresholds indicating when a drought emergency is imminent, and action is required. When those thresholds are met, counties should implement their plan and include the following actions:

**1. Convene the drought response planning team.**

**2. Declare a local drought emergency.**

- The county governing body, through ordinance or resolution, should declare a local drought emergency for its jurisdiction. In its resolution, the governing body should identify local actions that should be taken and indicate if state assistance is needed.
- Under most circumstances, jurisdictions should initially request an ORS 536 drought declaration to receive assistance to address water supply shortages before requesting an ORS 401 emergency declaration to address life safety impacts. The local OEM preparedness and response coordinator is available to provide technical assistance on the appropriate declaration.
- Additional details about state assistance provided under ORS 536 and ORS 401 are available in the Understanding ORS 536 and ORS 401 Emergency Declarations section.
- See [Appendix C: Sample County Drought Declaration Resolution](#) for a sample ORS 536 declaration.
- When requesting a drought declaration from the governor, refer to the Guidance Memo and Template document on the OWRD [Governor Drought Declaration Process](#) page for a template letter.

**3. Communicate with the public.**

- Implement a jurisdictional communications plan and consider the following:
  - Be consistent in the type and frequency of information communicated.
  - Clearly communicate the situation and appropriate preparedness actions through media outlets, government websites, social media and other public information distribution methods.
  - Directly and promptly address rumors that can have detrimental effects on public confidence, morale and sense of security.

**4. Reduce Demand.**

- Encourage water conservation. OWRD maintains water conservation [resources](#).
- For public water systems, enforce curtailment of non-essential water uses per existing curtailment plans.
- For private domestic uses, make recommendations about curtailing lawn watering, car washing, and other non-essential activities that require water when surface water or wells are going dry.

**5. Initiate local strategies to provide emergency water.**

**6. If life safety needs for water exceed local capability, request state support.**

- Emergency managers can request state support for responding to water supply shortages through the Oregon Emergency Operations Portal (i.e., Ops Center).
- Ensure the request clearly explains the problem to be resolved, the support provided through local resources and how needs exceed the capabilities of the local jurisdictions.

## Best Practices for Responding to an Emergency

### Communicate early and often.

- Communication with stakeholders, community leaders, organizations and the public will provide the foundation to build partnerships when involvement and support become critical.
- Public trust and confidence in local government will help reinforce difficult water use restrictions that may be required, as well as provide reassurance that issues are being addressed and response efforts are underway.
- Open and honest communication will minimize adverse public opinion, counterproductive interference, panic, rumors and false claims.
- Clearly communicate the impacts of drought.
- Release clear guidance regarding water conservation and curtailment measures for the public.
- Clearly outline how curtailment measures will be enforced and any penalties associated with violations.

### Consider immediate and long-range issues.

- Response to the immediate effects of drought and threats to public safety will lead to a review of existing water supply capabilities. A review could include system reliability, storage capacity, pipeline and pumping requirements, requirements for future flow demands, potential intertie considerations, and funding opportunities for expansion and maintenance.
- Recovery from a sustained drought and corresponding water supply emergency will require long-term planning to ensure the continuation of reliable and sustainable drinking water sources and associated treatment and distribution systems to offset future water shortage impacts.

### Leverage volunteer services.

- Some aspects of water supply emergencies depend on human resources to be effective. Identify volunteers from established volunteer organizations, local government staff or community solicitations for assistance.
- Volunteers may be able to assist by:
  - Providing or supplementing staffing at water supply community points of distribution (CPODs).
  - Passing out water bottles at CPODs.
  - Transporting drinking water tanks and containers to central locations or individual users.
  - Assisting with conducting safety checks of vulnerable populations.
  - Moving supplies to and from warehouses for further distribution.
  - Passing out official information on water supply resilience.
  - Documenting response activities for emergency efforts.

### Identify the impact on vulnerable populations.

- Identifying who may be vulnerable to water supply emergencies within affected areas will require careful consideration of matters of privacy. Examples of vulnerable populations may include people with pre-existing medical or health conditions, very young individuals and senior populations.
- People who already may be faced with water supply limitations are especially at risk during prolonged droughts.
- Vulnerability may be enhanced because of limited mobility, access to transportation, remoteness or financial hardship.



- Local organizations and neighborhood associations may be able to assist in defining populations of vulnerability.
- Identify organizations like the Disability Emergency Management Advisory Committee (DEMAC) to assist vulnerable populations.

**Embed diversity and inclusion into planning and decision-making.**

- Ensure public messaging and outreach are as inclusive as possible, being mindful that some segments of an affected community traditionally may be underserved during emergencies.
- Remembering that emergencies transcend both physical and human boundaries will ensure diversity and inclusion are elements of the local water supply emergency response.
- Inclusion of community groups, organizations and cultural representations, as well as those with non-English language proficiency, will ensure all population segments are represented.

## Special Considerations

### Community Points of Distribution (CPODs)

- CPODs are sites where the public can access life-sustaining emergency relief supplies during or after a disaster.
- The logistics associated with the implementation of CPODs for centralized water delivery in affected neighborhoods require planning and preparation to achieve success and maximum coverage.
- Available data about where systems have or are about to fail because of water shortages will help identify the most effective sites for CPODs, including water delivery resources, staff needed and available, hours of operation, security, public outreach, traffic control and other factors.
- Understand sanitation regulations and cleaning processes for ensuring potable water.
- Consider using convenient sanitary containers, such as water bags.
- Set up sanitation stations to clean water containers before they're filled.
- Check with the local OWRD watermaster to ensure the source of water complies with Oregon Water Law.
- Ensure all water intended to be used for drinking is safe for use.

### Water Hauling

- Ensure all potable water hauling meets the OHA Drinking Water Services [Hauling Guidelines](#).
- Ensure water tenders are operated by appropriately qualified operators.
- Water tenders should be flushed and sanitized regularly to ensure water potability.
- Check with the local OWRD watermaster to ensure the source of water complies with Oregon Water Law.

## Appendix A: Resources for Community Water System Operators

The following are resources that jurisdictions can share with community water system operators.

Organization or Agency	Resource	Details
Oregon Department of Environmental Quality	<a href="#">Clean Water State Revolving Fund</a>	Assists public agencies with low-interest loans for water infrastructure projects.
Oregon Health Authority	<a href="#">Drinking Water State Revolving Fund</a>	Provides low-cost loans to community and nonprofit non-community water systems for planning, design and construction of drinking water infrastructure improvements.
Oregon Health Authority	<a href="#">Drinking Water Services Circuit Rider Program</a>	Circuit Riders provide short-term (typically 10 hours or less) on-site technical and engineering assistance for community water systems serving populations under 10,000, as well as nonprofit transient and non-transient water systems. For these systems, services are free.
USDA Rural Development – Oregon Program	<a href="#">Emergency Community Water Assistance Grants</a>	Helps eligible communities prepare, or recover from, an emergency that threatens the availability of safe, reliable drinking water.
Oregon Association of Water Utilities	<a href="#">Training and on-site assistance for water utilities</a>	Helps provide training, resources and on-site technical assistance for water systems.

## Appendix B: Dry Domestic Personal Wells

During drought, increased groundwater pumping coupled with reduced recharge can impact domestic personal wells and result in low water yields. Chronic drought is becoming more common across Oregon lowering available groundwater and causing domestic personal wells to go dry.

### Responsibilities of Households

Users of domestic personal wells should be informed about their wells. The following are resources to educate domestic well users about maintaining their domestic wells:

- Oregon State University [Well Water Program](#).
- Oregon Health Authority [Domestic Well Safety Program](#).
- National Environmental Health Association [Private Well Class](#).

When households find that their well output is decreasing, residents should start water conservation efforts and contact a licensed well driller or pump installer to verify the cause. Decreased output of water from a well may be due to drought or a maintenance issue. Households should work with a licensed well driller or pump installer to identify a solution. When water output from a well drops significantly or a well becomes dry, report the dry well to the Oregon Water Resources Department using its [Dry Well Reporting form](#).

The following are resources that jurisdictions can share with households experiencing dry domestic personal wells.

Organization or Agency	Resource	Details
Oregon Water Resources Department	<a href="#">Water Well Abandonment, Repair, and Replacement Fund (WARRF)</a>	WARRF provides financial assistance to individual households or members of a federally recognized tribe in Oregon to permanently abandon, repair or replace a water well used for household purposes.
Rural Community Assistance Corporation	<a href="#">Household Water Well &amp; Septic System Loan/Grant Programs</a>	Provides loans and grants for wells and septic tanks for households in rural communities with income of \$31,713 or less.
Rural Community Assistance Corporation	<a href="#">Environmental Infrastructure Loans</a>	Provides early funds small rural communities need to determine project feasibility and pay pre-development costs prior to receiving state and federal funding.  Projects must be in rural areas with populations of 50,000 or less in <a href="#">RCAC's service region</a> .
USDA Rural Development – Oregon Program	<a href="#">Rural Decentralized Water Systems Grant in Oregon</a>	Helps qualified nonprofits and tribes create a revolving loan fund to increase access to clean, reliable water and septic systems for households in eligible rural areas.

## Appendix C: Sample County Drought Declaration Resolution

### ORS 536 Sample Declaration

IN THE MATTER OF DECLARING )  
 A STATE OF DROUGHT EMERGENCY ) RESOLUTION #2022-03  
 IN HARNEY COUNTY )

THIS BEING the 16<sup>th</sup> Day of March, 2022 and a day set aside for a regular meeting of the Harney County Court and there being present Pete Runnels, County Judge; Kristen Shelman, County Commissioner and Patty Dorroh, County Commissioner; and

WHEREAS, information has been provided to the Harney County Court that a drought is occurring in Harney County and that protective actions may be or are required to protect the citizens of Harney County;

WHEREAS, the U.S. Secretary of Agriculture has designated Harney County as a contiguous disaster county due to drought, enabling producers in the County eligible for emergency aid, with a moderate drought monitor condition;

WHEREAS, the National Drought Mitigation Center has listed a large portion of Harney County as "Extreme Drought" with smaller portions listed as "Severe Drought" as of February 17, 2022.

WHEREAS, unless weather conditions improve substantially to above normal conditions, water users who rely on stored water will have a shortened water use season, and depending upon the priority date of their water right, water users who rely on stream flows will have substantially less water available and a shortened water use season;

WHEREAS, the above conditions will result in severe economic hardship to Harney County, including shortages of livestock forage, loss of agricultural interests, and increased chance of wildfire;

NOW, THEREFORE, BE IT RESOLVED that:

1. A state of emergency exists in Harney County due to drought conditions.
2. The Harney County Drought Emergency Management Plan has been implemented
3. Due to the state of emergency, the Harney County Court does hereby request and entreat the Honorable Kate Brown, Governor of the State of Oregon, to:
  - A. Declare a "State of Emergency," a drought, to exist in all of Harney County, Oregon under ORS 536; due to severe and continuing drought conditions beginning at this time and continuing for an unknown period of time; and Direct the Oregon Water Resources Department to provide all available means of assistance to Harney County agricultural producers; Temporary Transfers of

Water Rights, Emergency Water Use Permits, and Use of Existing Option/Agreement; and other federal and state drought assistance programs as needed.

- B. Direct Office of Emergency Management to coordinate and assist as needed, to address current and projected conditions in Harney County.
- C. Direct all other state agencies to coordinate with the above agencies and to provide appropriate state resources as determined necessary to assist those affected in Harney County.

DONE AND DATED this 16th day of March 2022.

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## RESOLUTION NO. 2025-20

### A RESOLUTION REVIEWING AND CONTINUING RESERVE FUNDS

**WHEREAS**, ORS 294.346 requires reserve funds be reviewed to determine whether the fund will be continued or abolished not less frequently than every 10th anniversary of the date upon which a reserve fund is established; and

**WHEREAS**, the City wishes to reaffirm certain reserve funds with the adoption of each budget; and

**WHEREAS**, the City Council has reviewed these funds and wishes to continue to maintain them.

### **NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS FOLLOWS:**

**Section 1.** The City of Rockaway Beach City Council, pursuant to ORS 294.346, City hereby reviews and reaffirms the need for continuing the following funds:

Fire Truck Reserve Fund (#140)

Established to set aside funds for revenues and expenditures related to vehicles and equipment for the Fire Department.

Economic Stability Reserve Fund (#170)

Established for the purpose of supporting governmental functions through an economic downturn or future budget deficit.

Project and Equipment Fund (#210)

Established to set aside funds for larger projects or equipment which necessitated saving towards them.

Water Master Plan Fund (#420)

Established to receive and set aside funds to complete projects in the Water Master Plan.

Wastewater Master Plan Fund (#520)

Established to receive and set aside funds to a master plan and subsequent projects, which will be outlined in the Wastewater Master Plan.

**Section 2.** This Resolution shall be effective immediately upon adoption.



**APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14<sup>th</sup> DAY OF MAY 2025.**

APPROVED

---

Charles McNeilly, Mayor

ATTEST

---

Melissa Thompson, City Recorder

**RESOLUTION NO. 2025-21**

**A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES**

**WHEREAS**, ORS 221.770 requires the City Council to adopt a resolution declaring the City's election to receive State Revenue Sharing Funds; and

**WHEREAS**, the 2025-2026 fiscal year budget for the City of Rockaway Beach includes State Revenue Sharing Funds as a resource.

**NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS FOLLOWS:**

**Section 1.** Pursuant to ORS 221.770, the City of Rockaway Beach hereby elects to receive state revenues for fiscal year 2025-2026.

**Section 2.** This Resolution shall be effective immediately upon adoption.

**APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14TH DAY OF MAY 2025.**

APPROVED

---

Charles McNeilly, Mayor

ATTEST

---

Melissa Thompson, City Recorder

**I hereby certify that a Public Hearing before the Budget Committee was held on April 16, 2025, and a Public Hearing before the City Council was held on May 14, 2025, giving citizens an opportunity to comment on the use of State Revenue Sharing.**

**Dated this 14th day of May 2025**

---

**Melissa Thompson  
City Recorder**

## RESOLUTION NO. 2025-22

### A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, IMPOSING THE TAX & CATEGORIZING THE TAX FOR THE 2025-2026 FISCAL YEAR

#### THE CITY OF ROCKAWAY BEACH RESOLVES AS FOLLOWS:

##### Section 1. ADOPTING THE BUDGET

The City Council of the City of Rockaway Beach City Council hereby adopts the budget for fiscal year 2025-2026 in the total amount of \$35,329,499.

This budget is now on file at the office of the City Manager, Rockaway Beach City Hall, 276 S. Highway 101, Rockaway Beach, Oregon.

##### Section 2. MAKING APPROPRIATIONS

The amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2025, for the following purposes:

###### **GENERAL FUND 100:**

Police Department	647,153
Fire Department	826,780
Administration Department	978,485
Administration Dept. Debt Service	71,025
Administrative Dept. Transfers Out	651,253
Contingency	378,516
TOTAL	<u>\$ 3,553,212</u>

###### **FIRE EQUIPMENT RESERVE FUND 140:**

Fire Equipment Program	194,276
TOTAL	<u>\$ 194,276</u>

###### **PROJECT & EQUIPMENT RESERVE FUND 210:**

Project & Equipment Program	798,758
TOTAL	<u>\$ 798,758</u>

###### **ROADS & STREETS FUND 300:**

Roads & Streets Program	2,224,684
Contingency	333,703
TOTAL	<u>\$ 2,558,387</u>

**TRANSPORTATION SYSTEMS DEVELOPMENT FUND 390:**

Transportation Systems Development Program	256,759
TOTAL	<u>\$ 256,759</u>

**WATER OPERATING UTILITY FUND 400:**

Water Program	9,612,722
Transfers	121,323
Contingency	691,173
TOTAL	<u>\$ 10,425,218</u>

**WATER MASTER PLAN RESERVE FUND 420:**

Water Master Plan Program	890,000
TOTAL	<u>\$ 890,000</u>

**WATER IMPROVEMENTS DEBT SERVICE 470**

Debt Service	561,750
TOTAL	<u>\$ 561,750</u>

**WATER SYSTEMS DEVELOPMENT FUND 490:**

Water Systems Development Program	821,934
TOTAL	<u>\$ 821,934</u>

**SEWER OPERATING UTILITY FUND 500:**

Sewer Program	1,379,257
Transfers	126,823
Contingency	206,889
TOTAL	<u>\$ 1,712,969</u>

**SEWER MASTER PLAN RESERVE FUND 520:**

Sewer Master Plan Program	484,635
Total	<u>\$ 484,635</u>

**WASTEWATER IMPROVEMENTS DEBT SERVICE FUND 560:**

Debt Service	360,000
TOTAL	<u>\$ 360,000</u>

**SEWER SYSTEMS DEVELOPMENT FUND 590:**

Sewer Systems Development Program	1,706,688
TOTAL	<u>\$ 1,706,688</u>

**TRANSIENT ROOM TAX FUND 800:**

Transient Room Tax Program	2,166,793
Transfers	2,923,342
TOTAL	<u>\$ 5,090,135</u>

<b>TOTAL APPROPRIATIONS ALL Funds.....</b>	<b>\$</b>	<b>29,414,721</b>
Total Unappropriated and Reserve Amounts, All Funds.....	\$	5,914,728
<b>TOTAL ADOPTED BUDGET.....</b>	<b>\$</b>	<b>35,329,449</b>

### **Section 3. IMPOSING THE TAX**

The following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2025-2026:

At the rate of \$0.988 per \$1000 of assessed value for permanent rate tax.

### **Section 4. CATEGORIZING THE TAX**

The taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitation

Permanent Rate Tax.....\$ 0.988/\$1,000

### **Section 5. EFFECTIVE DATE**

This Resolution shall be effective immediately upon adoption.

**APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14TH DAY OF MAY 2025.**

APPROVED

\_\_\_\_\_  
Charles McNeilly, Mayor

ATTEST

\_\_\_\_\_  
Melissa Thompson, City Recorder

# CITY OF ROCKAWAY BEACH



# FY 2025/2026 BUDGET

# CITY OF ROCKAWAY BEACH

## BUDGET COMMITTEE MEMBERS

### BUDGET 2025-2026



### Mayor and City Council

Charles McNeilly, Mayor  
Penny Cheek, Council President  
Mary McGinnis, Councilor  
Tom Martine, Councilor  
Kiley Konruff, Councilor

### Citizen Members

Donald Allgeier  
Robbie McClaran  
Michael Weissenfluh  
Dave May  
Carolyn Walters  
Susan Hennessy Schaeffbauer

# CITY OF ROCKAWAY BEACH

## BUDGET CALENDAR 2025-2026

February 12, 2025	Appoint Budget Officer at City Council Meeting
April 1, 2025	Budget Committee Meeting Notice public in Headlight Herald
April 1, 2025	Budget Committee Meeting Notice posted on website
<b>April 16, 2025</b>	<b>Budget Committee Meeting #1 (Public Hearing)</b>
<b>April 23, 2025</b>	<b>Budget Committee Meeting #2 (Approval)</b>
May 6, 2025	LB-1 published in Headlight Herald
<b>May 14, 2025</b>	<b>City Council Budget Hearing and Adoption</b>
July 15, 2025	Submit Tax Certification (LB-50) to County Assessor by July 15th
July 15, 2025	Submit Copy of Budget to County Clerk by September 30th



# TABLE OF CONTENTS

---

City Manager's Budget Message .....	6-10
Organizational Chart .....	11
Staff Descriptions .....	12-13
City of Rockaway Beach FTE Count.....	14
Fund Account Number Listing .....	15-16
Combined Tax Rate .....	17
Summary of All Funds .....	18-20
Analysis of Contingency.....	21
Net Position .....	22
General Fund.....	23-26
Resources .....	27
Police .....	28
Fire.....	28
Administration .....	29
Fiscal Year 2025/2026 Capital Improvement Plan.....	30
Reserve Funds	
Fire and Equipment Reserve .....	31
Debt Service Reserve (closed).....	32
Economic Stability .....	32
Project and Equipment Reserve .....	33
Roads and Streets Funds .....	34-36
Roads and Streets .....	37
Transportation System Development Charge.....	38

# TABLE OF CONTENTS

---

Water Funds..... 39-44

    Water Operating..... 45-46

    Water Master Plan Reserve .....47

    1981 Water Revenue Bond/1998 Refunding Water Revenue (closed) .....47

    Water Improvements Debt Service .....48

    Water Systems Development Charge .....48

Sewer Funds..... 49-55

    Sewer Operating ..... 56-57

    Sewer Master Plan Reserve .....58

    Sewer Improvements Debt Service .....58

    Sewer Systems Development Charge .....59

Transient Room Tax (TRT) Fund .....60-62



# BUDGET MESSAGE

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Honorable Mayor McNeilly  
Members of the City Council  
Members of the Budget Committee  
Members of the Rockaway Beach Community

I want to start by thanking all of you for the opportunity to continue to serve as City Manager for the City of Rockaway Beach. The City has changed significantly since I began my career here as a Public Works employee nearly two decades ago. I feel fortunate to have played a role in Rockaway's growth, both as a rank-and-file employee and in recent years, as its administrative head.

This City is blessed with an active and engaged community, a forward-thinking City Council, a dedicated Mayor, and a highly motivated workforce that is striving every day to provide outstanding services to our community. Rockaway is also blessed with a strong financial foundation supporting many recently completed projects and others underway. The combination of years of financial due diligence and record Transient Lodging Tax (TLT) revenue has put the City in a very strong position going into Fiscal Year (FY) 25-26. The latest financial audit reported positive balances in all categories of net position and an increase in the City's overall net position of \$2.7 million.

## **Budget Summary: A Strategic Approach**

With the recent adoption of the City's five-year Strategic Plan, we can be assured that as Rockaway Beach continues to grow, it will do so on its own terms. This Strategic Plan is the result of nine months of community engagement. It outlines our community's shared vision for the future, our goals, and the steps we'll take to achieve them. This proposed budget was developed to align allocation of City resources with the five goal focus areas identified in the newly adopted plan: Public Safety, Economy, Transportation & Infrastructure, Community Engagement, and Good Governance. This budget message is intended to illustrate the proposed budget through the lens of delivering these goals.

### **Public Safety**

*Rockaway Beach is an accessible and welcoming community.*

- Safe and accessible public facilities are slated for Lake Lytle Park. This \$1.2 million tourism facility project will be supported by \$508,000 in grant funding through the Oregon Parks and Recreation Department, and Tillamook Coast Visitors Association.

# BUDGET MESSAGE

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- The City will provide \$7,500 to the David's Chair Organization. Through this partnership, residents and visitors with mobility challenges will have access to an all-terrain track chair at no cost. This service opens the door to a new level of recreational freedom in Rockaway Beach.
- Traffic and pedestrian safety is one element to be studied through the Transportation System Plan Update. Dependent on Oregon Department of Transportation funding, this work will equate to nearly \$250,000 in technical assistance toward City transportation infrastructure planning and community engagement.

*People who live and visit here are safe.*

- The city expects to achieve *full coverage staffing for the Rockaway Beach patrol beginning July 1, 2025*. Full-year law enforcement expenditures can be expected to nearly double to \$647,000.
- A new Code Enforcement program is planned this year. Code enforcement will fall under the management of the Public Works Department and will investigate zoning and municipal code complaints and enforce compliance in partnership with the Rockaway Beach Patrol.

*We are prepared for emergency response.*

- Delivery of the Fire Department Ladder Truck is expected soon. This new piece of lifesaving equipment will replace aging fire apparatus, elevate our operational capabilities, and may lead to reduced fire insurance premiums for our property owners. Costs for debt payment and insurance are budgeted at nearly \$99,000.
- Relocation of critical supplies, equipment, and personnel out of the tsunami inundation zone is still a priority. Due to reductions and uncertainty in federal funding, staff will seek a phased approach to the High-Ground project. \$80,000 is earmarked this year for planning an economical and streamlined relocation of the Fire Station.
- \$15,000 is set aside to purchase a supply cache of long-term storage food, water purification, and sanitation supplies as part of the Emergency Management program.

## Economy

*Year-round economic vitality.*

- This Proposed budget includes \$320,000 for marketing and promotion of the City and its businesses. New this year is support for events and activities to draw people in during the shoulder season, and tourism workforce training and education programs.
- This Fall, the city will begin work on an economic development strategic plan aimed to understand and address the economic challenges and opportunities in Rockaway Beach.
- Through third-party site host Granicus, the City will roll out the complete version of the Short-Term Rental (STR) monitoring platform. Contracted for \$27,595, this includes the 24/7 hotline, enhanced registration portal, and rental activity monitoring. Among many other uses, this will help to inform data-based STR policies.



# BUDGET MESSAGE

*Attract and retain existing business.*

- \$440,000 will be available in funding to our local businesses through the Business Façade and Business Marketing grants. Grant money of up to \$30,000 per business will be awarded with no requirement for matching funds.

## Transportation and Infrastructure

*Safe and reliable infrastructure.*

- The city will tackle the top priority project listed in the Five-Year Streets Capital Improvement Plan (CIP). The \$1.8 million Pacific St. improvement project will bring needed stormwater, pavement, and sewer and water system improvements to one of our busiest beach frontages. This project is supported by \$250,000 in Small City Allotment grant funding from the Oregon Department of Transportation (ODOT).
- The proposed budget directs an additional \$50,000 towards surface maintenance projects throughout the city as described in the Streets CIP.
- \$45,000 is earmarked for further implementation of the Flood Feasibility plan.
- The entire drinking water distribution system will undergo leak detection this year. This is estimated to cost around \$25,000 and should serve to identify critical water loss in our system.
- The \$2.8 million Nedonna Beach watermain replacement project will see nearly 1.6 miles of aging asbestos concrete waterline replaced with larger, modern utilities. Funding has been secured through the Safe Drinking Water Revolving Loan Fund with a low interest rate of 2.69% and \$1.5 million in forgivable principle.
- Work to produce a source water protection plan will wrap up this year and the process to develop a Forest Stewardship Plan will commence. Both are grant funded, totaling \$120,000 towards community planning for the Jetty Creek watershed.

*Fund expanded infrastructure*

- Funding for acquisition of the lower half of the Jetty Creek watershed plays an outsized role in this proposed budget. With a purchase price estimated as high as \$5 million, this budget considers multiple acquisition scenarios largely supported by outside funding. Included are combinations of debt, cash, grants, and bridge funding.
- Wastewater Rates have not been adjusted since 2009. A rate study is underway, and a rate adjustment will be proposed during the 25-26 Fiscal Year. The revenue forecast in the proposed budget does not reflect this anticipated change in rates.

## Community Connection & Engagement

*Expand recreation opportunities*

- The \$1.2 million Lake Lyle Park Project will open up 70 acres of water-based recreation opportunities.

# BUDGET MESSAGE

- The City hopes to pair \$535,000 in Transient Lodging Tax (TLT) funds with \$4.7 million in grant funding through Oregon Department of Transportation grant funding for final design and construction of the Salmonberry Trail in Rockaway Beach.

## *An engaged community*

- The City will invest \$37,000 to improve the use of technology for communications and transparency. This investment will bring an integrated technology solutions platform including a new website, agenda and meeting management platform, mass notification system, and citizen service request management system. Along with many other improvements, community members will have better access to information and will be able to more easily engage with the city.

## Good Governance

### *Effective and efficient government*

- Rockaway Beach continues to grow, and with it, so do the needs and expectations of our visitors and residents. This budget seeks to align staffing levels with our community's vision for Rockaway Beach. This fiscal year includes an increase of 4.25 full-time equivalent employees. This represents substantial growth in our workforce and a necessary investment as we move to meet the goals laid out in the City's five-year strategic plan.
- While many cities and counties face growing budgetary shortfalls, Rockaway Beach's financial position allows for a significant investment of \$533,000 into its Economic Stability Fund. Introduced last fiscal year, this reserve fund is intended to ensure the City can continue to provide General Fund services through an economic downturn. After *transfers in* this year, the Economic Stability Fund will reach a \$1 million reserve balance.

## Resources

- The City's main revenue streams consist of water/sewer service charges, property taxes, investment earnings, and transient room taxes. Transient room tax (TRT) is coming in above estimates. TRT revenue is estimated at just under \$2.7 million.
- Wastewater rates will need to be adjusted soon to keep the sewer fund solvent in FY 26-27. The Committee should please keep in mind that sewer rates have not been increased in 16 years.

## Expenditures

- Salaries and wages will be adjusted according to the employees' respective collective bargaining agreement. Merit and step increases will be applied as prescribed by the agreement. Non-represented employees are assumed at a rate determined within each contract. The budgeted amount will not exceed the maximum step of the corresponding pay range and will include a 2.8% cost of living adjustment (COLA).

# BUDGET MESSAGE

- Operating funds Contingencies are set at 15%.
- Restricted transient lodging tax revenues from Fund 210 will be consolidated into Fund 800.
- Fund 800 will be reorganized following recent code amendments per Ordinance No. 2025-01.
- Healthcare and Public Employees Retirement System (PERS) rates continue to climb well above inflation.

## Economic Climate

As we approach this new fiscal year, please know that staff is paying close attention to the greater economic landscape. Changes and uncertainty in federal policies have the potential to substantially alter our local economy. Know that we intend to implement this proposed budget with that in mind.

## Closing Comments

As always, this budget is conservative. Revenue estimates are not unrealistically low or overly optimistic, nor are the expenditures unrealistically low. Budget Committee members need to keep in mind the budget is a plan and should not be viewed as an accounting report. Committee members and other readers are to examine and study this document in detail and comment on the level of service it seeks to provide.

Preparation of the budget is truly a team effort. I'd like to offer a special thanks to Finance Director Marni Johnston and her team for all their efforts. The Budget Committee and the Rockaway Beach community can be confident in, and proud of, the hard work of dedicated City staff in developing a strategically aligned and balanced budget.

Thank you all for investing in the City of Rockaway Beach by serving on the Rockaway Beach Budget Committee.

Sincerely,



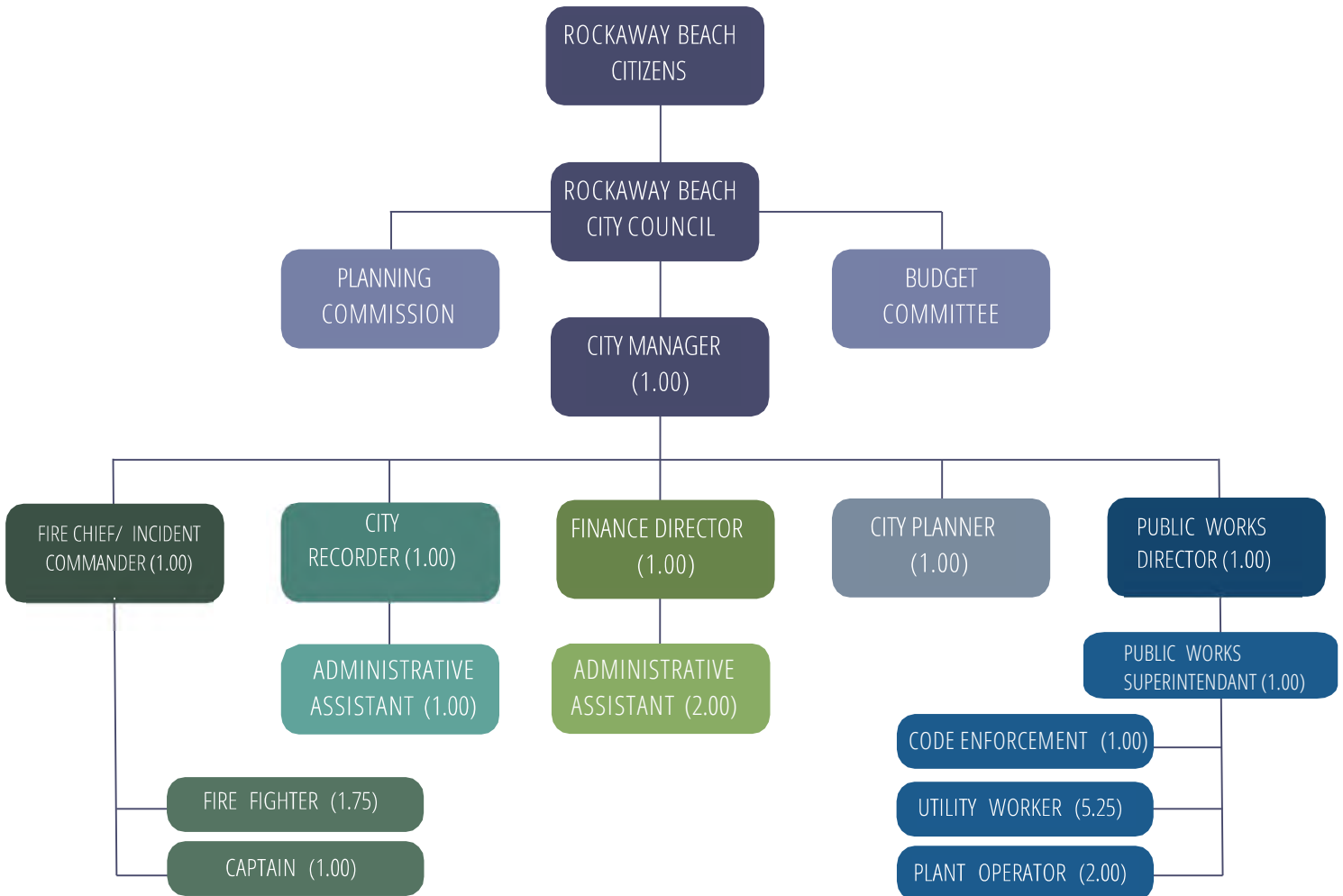
Luke Shepard

City Manager/Budget Officer



# CITY OF ROCKAWAY BEACH

## ORGANIZATIONAL CHART



### COMMITTEES

Planning Commission  
Budget Committee  
Source Water Protection  
Development  
Advisory Committee

### CONTRACTED SERVICES

HBH Engineering  
Tillamook County Sheriff Local  
Gov't Law Group

### VOLUNTEERS

Emergency Preparedness  
Radio Group Community  
Response Team  
Volunteer Firefighters



# CITY OF ROCKAWAY BEACH

## STAFFING DESCRIPTIONS

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**ADMINISTRATIVE ASSISTANT** (3.00 FTE) Performs a full range of routine to complex administrative, secretarial and support services for the City Manager. Coordinates the administrative activities of the department or functional area assigned.

**CITY RECORDER** (1.00 FTE) Performs a wide range of tasks regarding record keeping and procedures of the city. Administers special projects assigned by the City Manager, manages department heads in City Manager's absence.

**CITY MANAGER** (1.00 FTE) Provides overall management of the City and its operations.

**CITY PLANNER** (1.00 FTE) Performs complex current and long-range planning duties in accordance with the City's Development Code and Comprehensive Plan. Administers special projects assigned by the City Manager.

**CODE ENFORCEMENT** (1.00 FTE) Enforces rules, regulations, ordinances, codes and laws.

**FINANCE DIRECTOR** (1.00 FTE) Performs and maintains the City's financial records and accounts in compliance with generally accepted governmental accounting principles.  
Manages City's Human Resources program.

**FIRE CAPTAIN** (1.00 FTE) Assists with the daily operational activities of the Fire Department. manages the Department Emergency Medical Program. Shares on-call supervisory duties with the Fire Chief.

**FIRE CHIEF** (1.00 FTE) Serves as Incident Commander. Responsible for all operations of the Fire Department, Emergency Management, and Responds to Emergency calls for service.

**FIRE FIGHTER** (1.00 FTE) Maintains operational readiness, vehicle and equipment checks, responds to 911 calls, beach safety, issues burn permits, gathers pre-fire plan data, instructs volunteers.

# CITY OF ROCKAWAY BEACH

## STAFFING DESCRIPTIONS

---

**FIRE FIGHTER (SEASONAL)** (0.75 FTE) Provide additional staffing during our busy summer months, beach education, assist full-time firefighter with duties, maintain operational readiness and perform vehicle checks, 911 responses.

**PLANT OPERATOR** (2.00 FTE) Plans and performs a variety of skilled and specialized technical maintenance management duties in support of the safe and ongoing operation of the assigned utility system.

**PUBLIC WORKS DIRECTOR** (1.00 FTE) Handles the administrative functions for the public works department. Manages City's water and sewer utilities, parks, stormwater, facility maintenance and transportation system.

**PUBLIC WORKS SUPERINTENDENT** (1.00 FTE) Provides management oversight and guidance of the Department of Public Works. Assists Director with management of City's water and sewer utilities, parks, stormwater, facility maintenance and transportation system.

**UTILITY WORKER** (5.25 FTE) Performs a variety of semi-skilled or skilled labor in the construction, maintenance, repair and related operational service activities in water, roads, recycling, wastewater, parks and parking.



## BUDGETED FULL TIME EQUIVALENTS (FTE)

	2024/2025	2025/2026
<b>General Fund</b>		
Administration	2.36	2.66
Fire	3.75	3.75
Public Works	0.00	0.10
<b>Total General Fund</b>	<b>6.11</b>	<b>6.51</b>
<b>Special Revenue Funds</b>		
Road Fund	1.52	1.87
Transient Room Tax Fund	0.00	0.70
<b>Total Special Revenue Fund</b>	<b>1.52</b>	<b>2.57</b>
<b>Enterprise Funds</b>		
Water Fund	4.63	6.03
Sewer Fund	4.49	5.89
<b>Total Enterprise Fund</b>	<b>9.12</b>	<b>11.92</b>
<b>Total All Funds</b>	<b>16.75</b>	<b>21.00</b>



# FUND ACCOUNT NUMBER LISTING

## GENERAL FUND

### **Fund 100 - GENERAL FUND**

The General Fund accounts for all financial resources of the City, except those required to be accounted for in another fund. The primary sources of revenue are property taxes, licenses, transient room taxes, permits, and fees.

## ENTERPRISE FUNDS

### **Fund 400 - WATER OPERATING**

The Water Operating Fund accounts for the resources and expenses related to the supply, treatment, and distribution of water. The primary source of revenue is user fees.

### **Fund 500 - SEWER OPERATING**

The Sewer Operating Fund accounts for the resources and expenses related to the collection and treatment of wastewater. The primary source of revenue is user fees.

### **Fund 590 - SEWER SDC**

The Water SDC Fund is used to accumulate funds for future water system development costs. The primary source of revenue is system development charges.

## CAPITAL PROJECTS FUNDS

### **Fund 140 - FIRE EQUIPMENT RESERVE FUND**

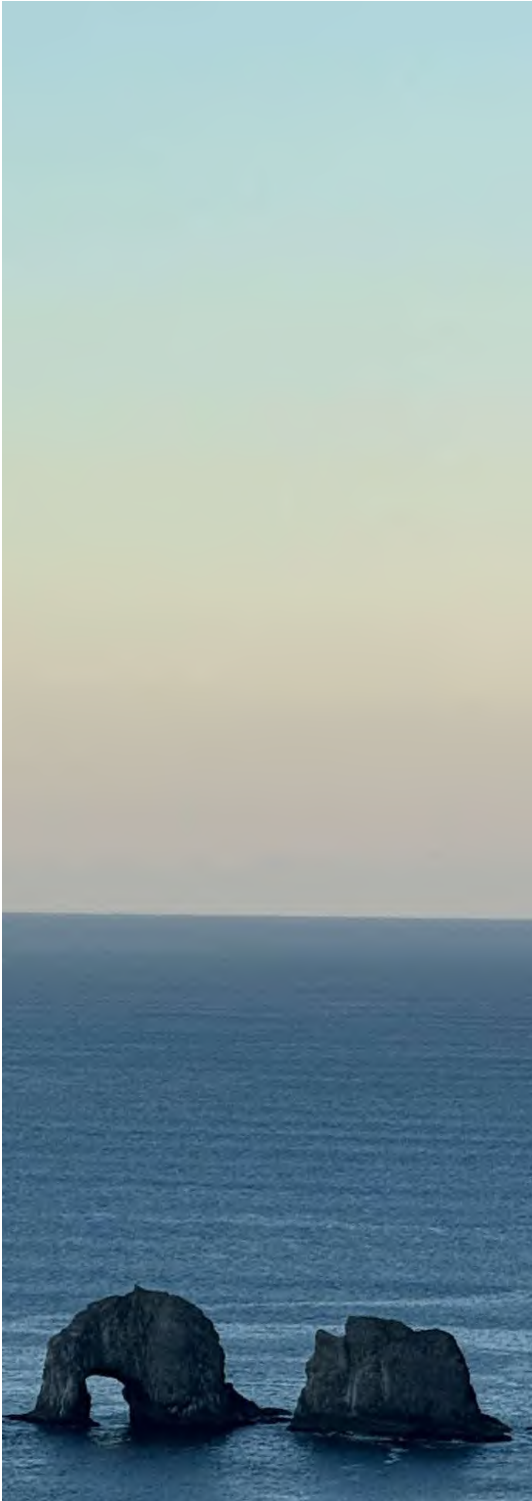
The Fire Equipment Reserve Fund is used to accumulate funds for future fire equipment purchases. The primary sources of revenue are transfers from other funds.

### **Fund 170 - ECONOMIC STABILITY RESERVE FUND**

The Economic Stability Reserve Fund is used to create economic stability during periods of decline.

### **Fund 210 - PROJECT AND EQUIPMENT RESERVE FUND**

The Project and Equipment Reserve Fund accounts for the funding of tourism facilities. The primary sources of revenue are transfers from transient room tax funds.



# FUND ACCOUNT NUMBER LISTING

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## **Fund 420 - WATER MASTER RESERVE PLAN**

The Water Master Plan Reserve Fund is used to account for major infrastructure projects benefitting the City's water system. The primary sources of revenue are transfers from other funds.

## **Fund 520 - SEWER MASTER RESERVE PLAN**

The Sewer Master Plan Reserve Fund accounts for major infrastructure projects in the wastewater collection and treatment system. The primary sources of revenue are transfers from other funds.

## **SPECIAL REVENUE FUNDS**

### **Fund 300 - ROADS AND STREETS**

The Roads and Streets Fund accounts for monies expended for maintenance and improvement of the City's roads, parks and streets. The primary source of revenue is from state highway revenues, grants, and transient lodging taxes.

### **Fund 390 - TRANSPORTATION SDC**

The Transportation SDC Fund is used to accumulate funds for future system development costs. The primary sources of revenue are permits and fees.

### **Fund 800 - TRANSIENT ROOM TAX**

The Transient Room Tax Fund accounts for funds received and expended in connection with transient room tax.

## **DEBT SERVICE FUNDS**

### **Fund 470 - WATER IMPROVEMENTS DEBT SERVICE**

The Water Improvements Debt Service Fund accounts for the repayment of the City's long-term debt. The primary sources of revenue are user fees. The primary use of revenue is for the payment of principal and interest due on long-term debt.

### **Fund 560 - SEWER IMPROVEMENTS DEBT SERVICE**

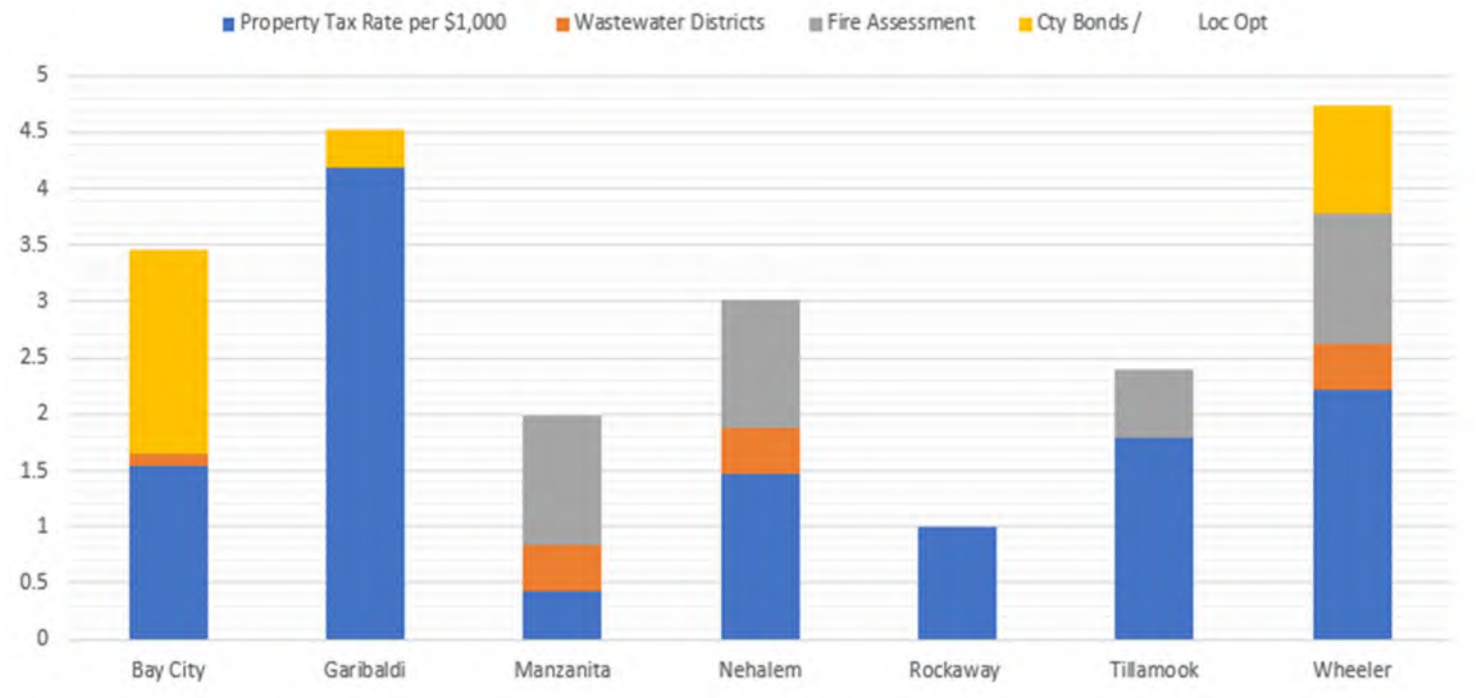
The Sewer Improvements Debt Service Fund accounts for the repayment of the City's long-term debt. The primary source of revenue is user fees. The primary use of revenue is for the payment of principal and interest due on long-term debt.



# CITY OF ROCKAWAY BEACH

## COMBINED TAX RATE

### PER \$1,000



City	Property Tax Rate per \$1,000	Wastewater Districts	Fire Assessment	Cty Bonds / Loc Opt	Total all assessments:
Bay City	1.5375	0.12	0	1.8	3.4575
Garibaldi	4.1968	0	0	0.3271	4.5239
Manzanita	0.4233	0.4088	1.15	0	1.9821
Nehalem	1.4658	0.4088	1.15	0	3.0246
Rockaway	0.988	0	0	0	0.988
Tillamook	1.8021	0	0.6026	0	2.4047
Wheeler	2.2213	0.4088	1.15	0.952	4.7321

Source: Summary of Assessment and Tax Roll - Tillamook County, Oregon 2024-25 Tax Year  
TillamookCounty.gov

# SUMMARY OF RESOURCES & REQUIREMENTS

6/30/2023	6/30/2024	6/30/2025	Resource Description	FYE 06/30/26		
Actual	Actual	Adopted Budget		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
13,012,753	14,849,727	13,027,493	Beginning Fund Balance	14,689,635	14,689,635	
483,295	506,767	485,344	Property Taxes and Assessments	507,071	507,071	
0	0	0	Property Taxes, Levied for Debt	0	0	
2,115,949	2,540,821	2,400,000	Transient Room Tax	2,674,896	2,674,896	
290,463	464,028	390,500	Licenses & Franchise Fees	426,285	426,285	
3,337,436	3,040,306	2,991,540	Charges for Service, Fees, Permits	2,990,790	2,990,790	
249,753	513,914	371,150	Interest Earnings	484,718	484,718	
2,973,321	3,388,535	2,976,337	Transfers In	4,621,499	4,621,499	
24,799	35,062	12,500	Other Revenue	36,500	36,500	
0	0	2,825,800	Loan Proceeds	2,800,800	2,800,800	
168,300	650	325,000	Capital Grants and Contributions	5,878,000	5,878,000	
288,626	272,097	249,580	Operating Grants and Contributions	219,255	219,255	
<u>22,944,695</u>	<u>25,611,907</u>	<u>26,055,244</u>	Total Resources	<u>35,329,449</u>	<u>\$ 35,329,449</u>	<u>\$ -</u>
Requirement Description						
1,537,811	2,020,381	2,580,131	Personnel Services	3,386,473	3,419,673	
1,508,771	1,777,096	2,990,205	Materials and Services	3,033,466	3,089,950	
1,562,312	3,308,040	8,940,134	Capital Outlay	15,593,767	15,593,767	
435,228	349,626	680,725	Debt Service	1,079,551	1,079,551	
3,048,321	3,388,672	2,976,337	Transfers Out	4,621,499	4,621,499	
0	0	1,208,552	Contingency	1,598,974	1,610,280	
\$8,092,443	\$10,843,815	\$19,376,084	Total Requirements by Category	29,313,730	29,414,720	0
<b>14,852,252</b>	<b>14,768,092</b>	<b>6,679,160</b>	<b>Ending Fund Balance/Reserved for Future Expenditure</b>	<b>6,015,719</b>	<b>5,914,729</b>	<b>0</b>
<u>\$22,944,695</u>	<u>\$25,611,907</u>	<u>\$26,055,244</u>	Total Requirements	<u>35,329,449</u>	<u>35,329,449</u>	<u>\$0</u>

# REQUIREMENTS BY FUND

Fund	Personnel Services	Materials and Services	Capital Outlay	Debt Service	Transfers Out	Contingency	Total Expenditures	Reserved for Future Expenditure	Ending Fund Balance	Total Requirements
General Fund by Department										
Administrative	\$ 484,959	\$ 493,526	\$ -	\$ 71,025	\$ 651,253	\$ 378,516	\$ 2,079,279	\$ -	\$ -	\$ 2,079,279
Police	\$ -	\$ 647,153	\$ -	\$ -	\$ -	\$ -	\$ 647,153	\$ -	\$ -	\$ 647,153
Fire	\$ 608,874	\$ 217,906	\$ -	\$ -	\$ -	\$ -	\$ 826,780	\$ -	\$ -	\$ 826,780
Non-Departmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,516,782	\$ 1,516,782
Total General Fund	\$ 1,093,833	\$ 1,358,585	\$ -	\$ 71,025	\$ 651,253	\$ 378,516	\$ 3,553,212	\$ -	\$ 1,516,782	\$ 5,069,994
Reserve Funds										
Economic Stability Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,001,912	\$ -	\$ 1,001,912
Fire and Equipment Reserve	-	-	107,500	86,776	-	\$ -	\$ 194,276	\$ 460,085	\$ -	\$ 654,361
Debt Service Reserve CLOSED	-	-	-	-	-	\$ -	\$ -	\$ -	\$ -	\$ -
Project and Equipment Reserve	-	-	-	-	798,758	\$ -	\$ 798,758	\$ -	\$ -	\$ 798,758
Total Reserve Funds	\$ -	\$ -	\$ 107,500	\$ 86,776	\$ 798,758	\$ -	\$ 993,034	\$ 1,461,997	\$ -	\$ 2,455,031
Roads and Streets Funds										
Roads and Streets	\$ 336,281	\$ 217,827	\$ 1,670,576	\$ -	\$ -	\$ 333,703	\$ 2,558,387	\$ -	\$ 457,274	\$ 3,015,661
Transportation SDC	\$ -	\$ -	\$ 256,759	\$ -	\$ -	\$ -	\$ 256,759	\$ -	\$ -	\$ 256,759
Total Roads & Streets Funds	\$ 336,281	\$ 217,827	\$ 1,927,335	\$ -	\$ -	\$ 333,703	\$ 2,815,146	\$ -	\$ 457,274	\$ 3,272,420
Water Funds										
Water Operating	\$ 967,694	\$ 350,028	\$ 8,295,000	\$ -	\$ 121,323	\$ 691,173	\$ 10,425,218	\$ -	\$ 934,467	\$ 11,359,685
Water Master Plan Reserve	\$ -	\$ -	\$ 890,000	\$ -	\$ -	\$ -	\$ 890,000	\$ 277,539	\$ -	\$ 1,167,539
1981 Water Revenue Bond CLOSED	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Improvements Debt Service	\$ -	\$ -	\$ -	\$ 561,750	\$ -	\$ -	\$ 561,750	\$ -	\$ 234,829	\$ 796,579
Water System Development Charge	\$ -	\$ -	\$ 821,934	\$ -	\$ -	\$ -	\$ 821,934	\$ -	\$ -	\$ 821,934
Total Water Funds	\$ 967,694	\$ 350,028	\$ 10,006,934	\$ 561,750	\$ 121,323	\$ 691,173	\$ 12,698,902	\$ 277,539	\$ 1,169,296	\$ 14,145,737
Sewer Funds										
Sewer Operating	\$ 937,845	\$ 417,412	\$ 24,000	\$ -	\$ 126,823	\$ 206,889	\$ 1,712,969	\$ -	\$ 46,838	\$ 1,759,807
Sewer Master Plan Reserve	\$ -	\$ -	\$ 484,635	\$ -	\$ -	\$ -	\$ 484,635	\$ -	\$ -	\$ 484,635
Sewer Improvements Debt Service	\$ -	\$ -	\$ -	\$ 360,000	\$ -	\$ -	\$ 360,000	\$ -	\$ 926,913	\$ 1,286,913
Sewer System Development Charge	\$ -	\$ -	\$ 1,706,688	\$ -	\$ -	\$ -	\$ 1,706,688	\$ -	\$ -	\$ 1,706,688
Total Sewer Funds	\$ 937,845	\$ 417,412	\$ 2,215,323	\$ 360,000	\$ 126,823	\$ 206,889	\$ 4,264,292	\$ -	\$ 973,751	\$ 5,238,043
Transient Room Tax Fund										
Transient Room Tax Fund	\$ 84,020	\$ 746,098	\$ 1,336,675	\$ -	\$ 2,923,342	\$ -	\$ 5,090,135	\$ -	\$ 58,089	\$ 5,148,224
Total Transient Room Tax Fund	\$ 84,020	\$ 746,098	\$ 1,336,675	\$ -	\$ 2,923,342	\$ -	\$ 5,090,135	\$ -	\$ 58,089	\$ 5,148,224
City of Rockaway Beach All Funds										
City of Rockaway Beach All Funds	\$ 3,419,673	\$ 3,089,950	\$ 15,593,767	\$ 1,079,551	\$ 4,621,499	\$ 1,610,281	\$ 29,414,721	\$ 1,739,536	\$ 4,175,192	\$ 35,329,449



# SUMMARY OF INTERFUND TRANSFERS

## Transfers Out:

[1] General Fund (100)	73,253
[2] General Fund (100)	45,000
[3] General Fund (100)	533,000
[4] Project & Equipment Reserve (210)	798,758
[5] Water Operating Fund (400)	44,823
[6] Water Operating Fund (400)	76,500
[7] Sewer Operating Fund (500)	44,823
[8] Sewer Operating Fund (500)	82,000
[9] Transient Room Tax Fund (800)	430,666
[10] Transient Room Tax Fund (800)	430,667
[11] Transient Room Tax Fund (800)	826,870
[12] Transient Room Tax Fund (800)	325,230
[13] Transient Room Tax Fund (800)	419,442
[14] Transient Room Tax Fund (800)	71,025
[15] Transient Room Tax Fund (800)	419,442
Grand Total Transfers Out	<u>\$4,621,499</u>

## Transfers In:

Roads and Streets (300)	73,253
Fire Equipment Reserve (140)	45,000
Economic Stability Reserve (TGD)	533,000
Transient Room Tax Fund (800)	798,758
General Fund (100)	44,823
Water Master Plan Reserve (420)	76,500
General Fund (100)	44,823
Sewer Master Plan Reserve (590)	82,000
General Fund (100)	430,666
General Fund (100)	430,667
Roads and Streets Fund (300)	826,870
Fire Equipment Reserve (140)	325,230
General Fund (100)	419,442
General Fund (100)	71,025
Roads and Streets Fund (300)	419,442
Grand Total Transfers In	<u>\$4,621,499</u>

- [1] General Fund transfer to Roads & Streets Fund share of franchise fees.
- [2] General Fund transfer to Fire Equipment Reserve Fund for capital outlay expenditures.
- [3] General Fund transfer to Economic Stability Fund for use during periods of decline.
- [4] Project & Equipment Reserve Fund transferring fund balance to TRT Fund as the P&E Res. Fund is closing.
- [5] Water Operating Fund transfer to General Fund for administrative operations.
- [6] Water Fund transfer to Water Master Plan Reserve Fund for master plan projects.
- [7] Sewer Operating Fund transfer to General Fund for administrative operations.
- [8] Sewer Operating Fund transfer to Sewer Master Plan Reserve fund for master plan projects.
- [9] Transient Room Tax Fund transfer to General Fund for law enforcement.
- [10] Transient Room Tax Fund transfer to General Fund for Fire.
- [11] Transient Room Tax Fund transfer to Roads and Streets Fund for capital projects.
- [12] Transient Room Tax Fund transfer to Fire Equipment Reserve Fund for capital outlay expenditures.
- [13] Transient Room Tax Fund transfer to General Fund for Admin/law enforcement/Fire expenditures.
- [14] Transient Room Tax Fund transfer to General Fund for debt service.
- [15] Transient Room Tax Fund transfer to Roads and Streets Fund for capital projects.

# SUMMARY OF CONTINGENCY

## Analysis of Contingency

(funds that have a contingency amount are the only funds shown)

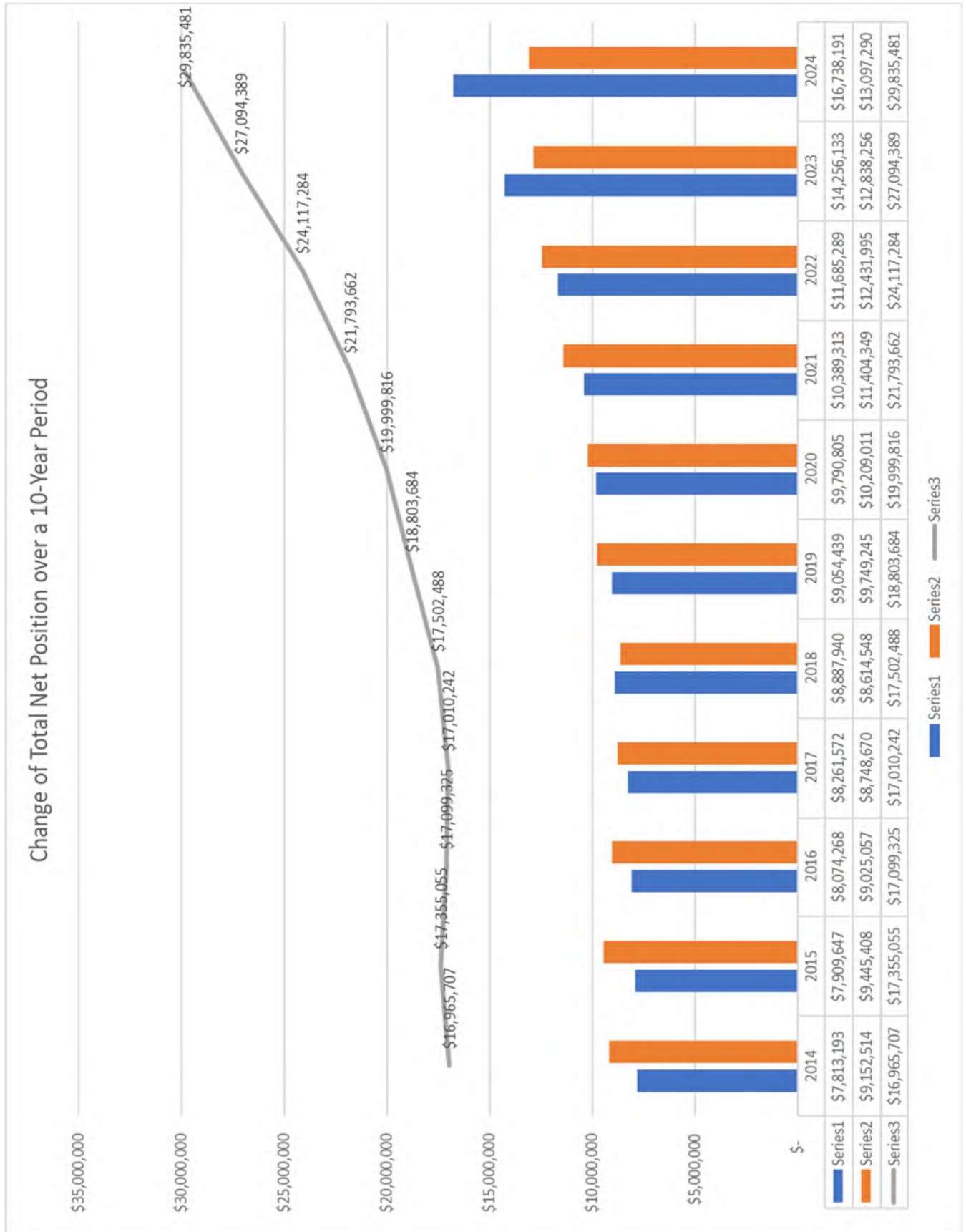
### Budget

Fiscal Year Ending June 30, 2026

	<b>General Fund</b>	<b>Roads &amp; Streets Fund</b>	<b>Water Operating Fund</b>	<b>Sewer Operating Fund</b>
	<b>100</b>	<b>150</b>	<b>400</b>	<b>500</b>
Resources	5,069,994	3,015,661	11,359,685	1,759,807
Less: Expenditures	2,523,443	2,224,684	9,607,822	1,379,257
Less: Transfers out	651,253	0	121,323	126,823
<b>Less: Contingency</b>	<b>378,516</b>	<b>333,703</b>	<b>691,173</b>	<b>206,889</b>
Ending Fund Balance	1,516,782	457,274	939,367	46,838
 <b>Contingency as a percentage of Expenditures</b>	 <b>15.0%</b>	 <b>15.0%</b>	 <b>7.2%</b>	 <b>15.0%</b>

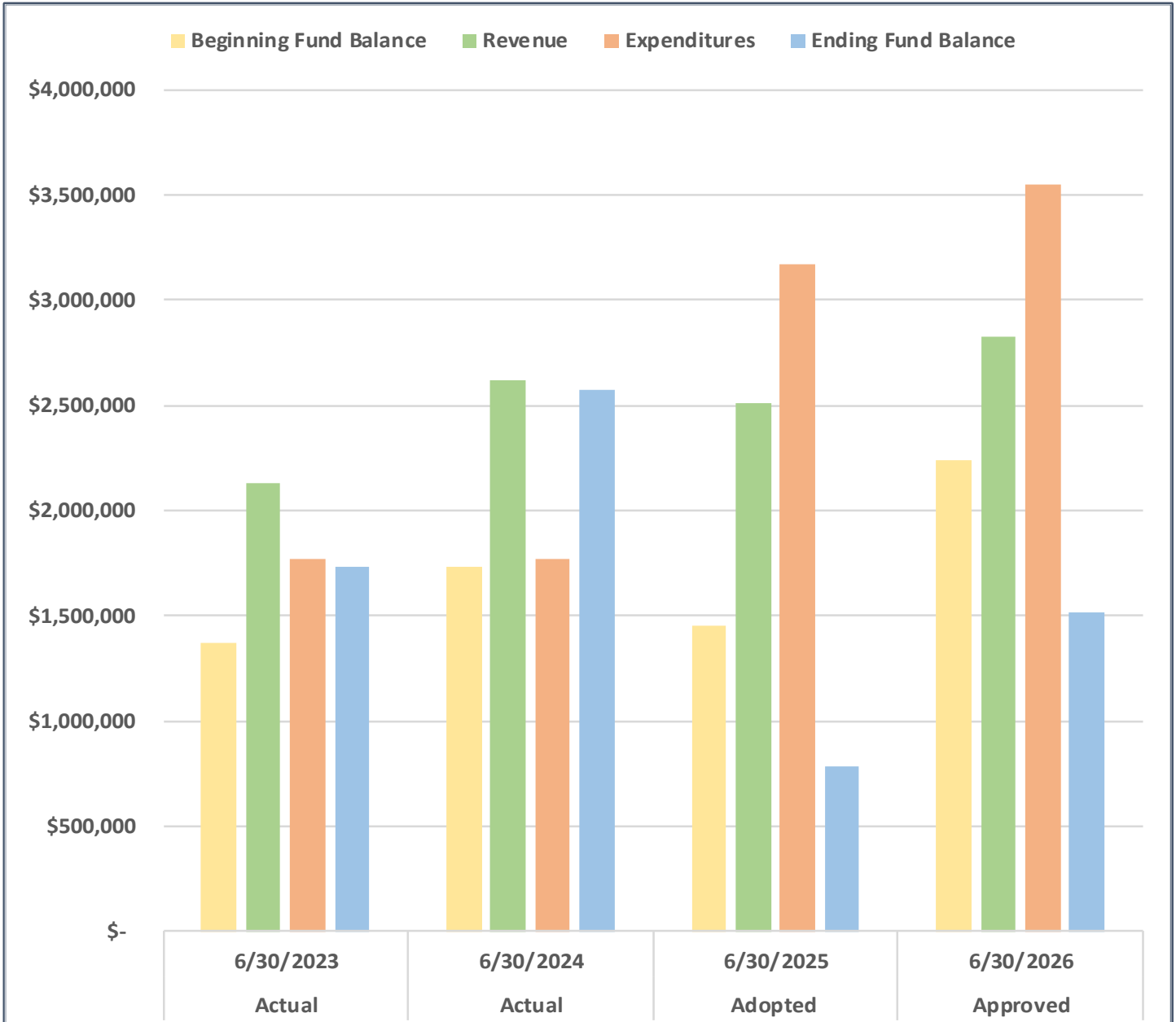
Expenditures equal the total of Personnel Services, Materials and Services, Capital Outlay, and Debt Service.

# NET POSITION COMPARISON



# GENERAL FUND

## (FUND 100)

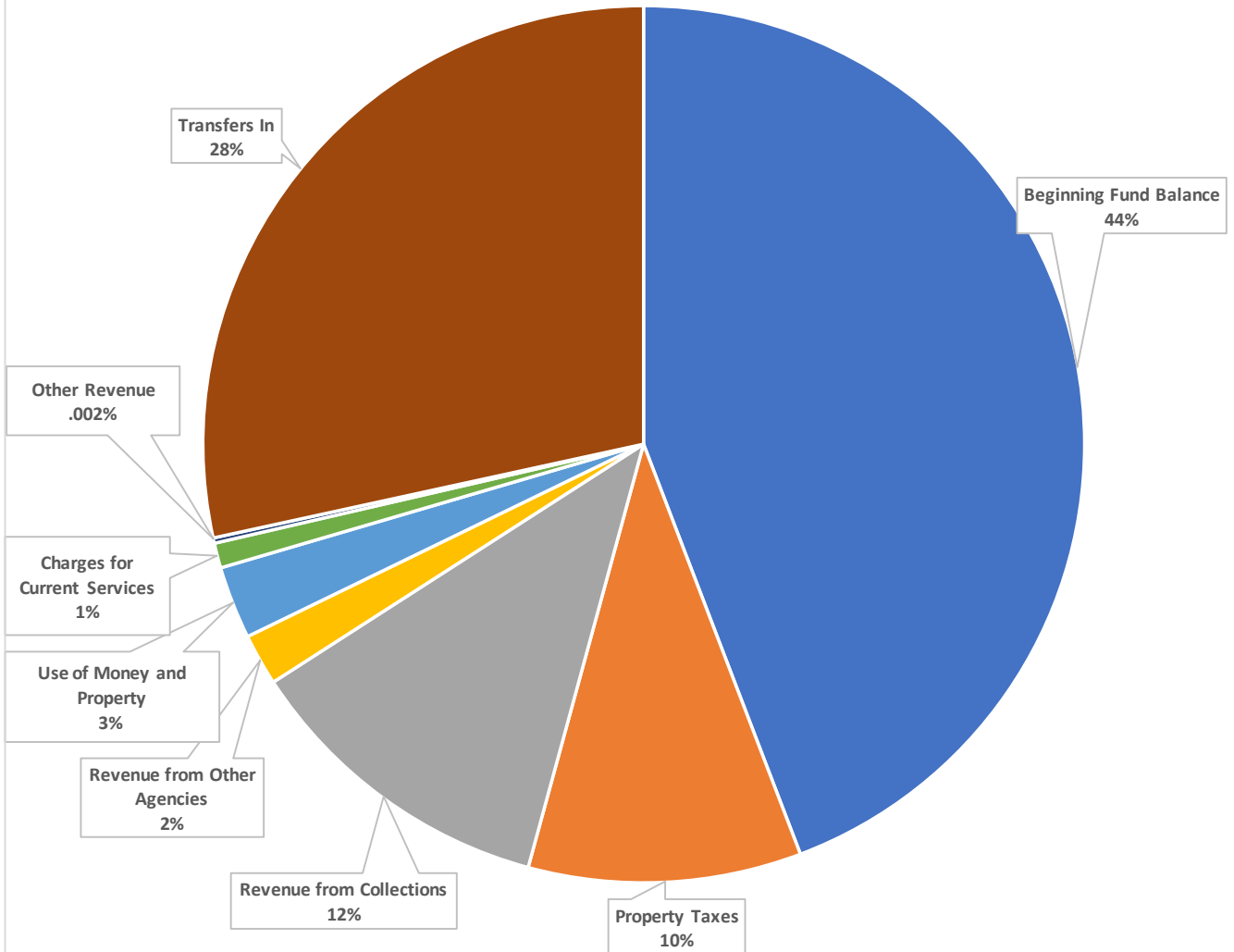


	Actual 6/30/2023	Actual 6/30/2024	Adopted 6/30/2025	Approved 6/30/2026
Beginning Fund Balance	\$1,374,147	\$ 1,731,373	\$ 1,448,916	\$ 2,241,822
Revenue	\$2,131,614	\$ 2,614,384	\$ 2,509,184	\$ 2,828,172
Expenditures	\$1,771,863	\$ 1,771,415	\$ 3,173,300	\$ 3,553,212
Ending Fund Balance	\$1,733,898	\$ 2,574,342	\$ 784,800	\$ 1,516,782

# GENERAL FUND

## (FUND 100)

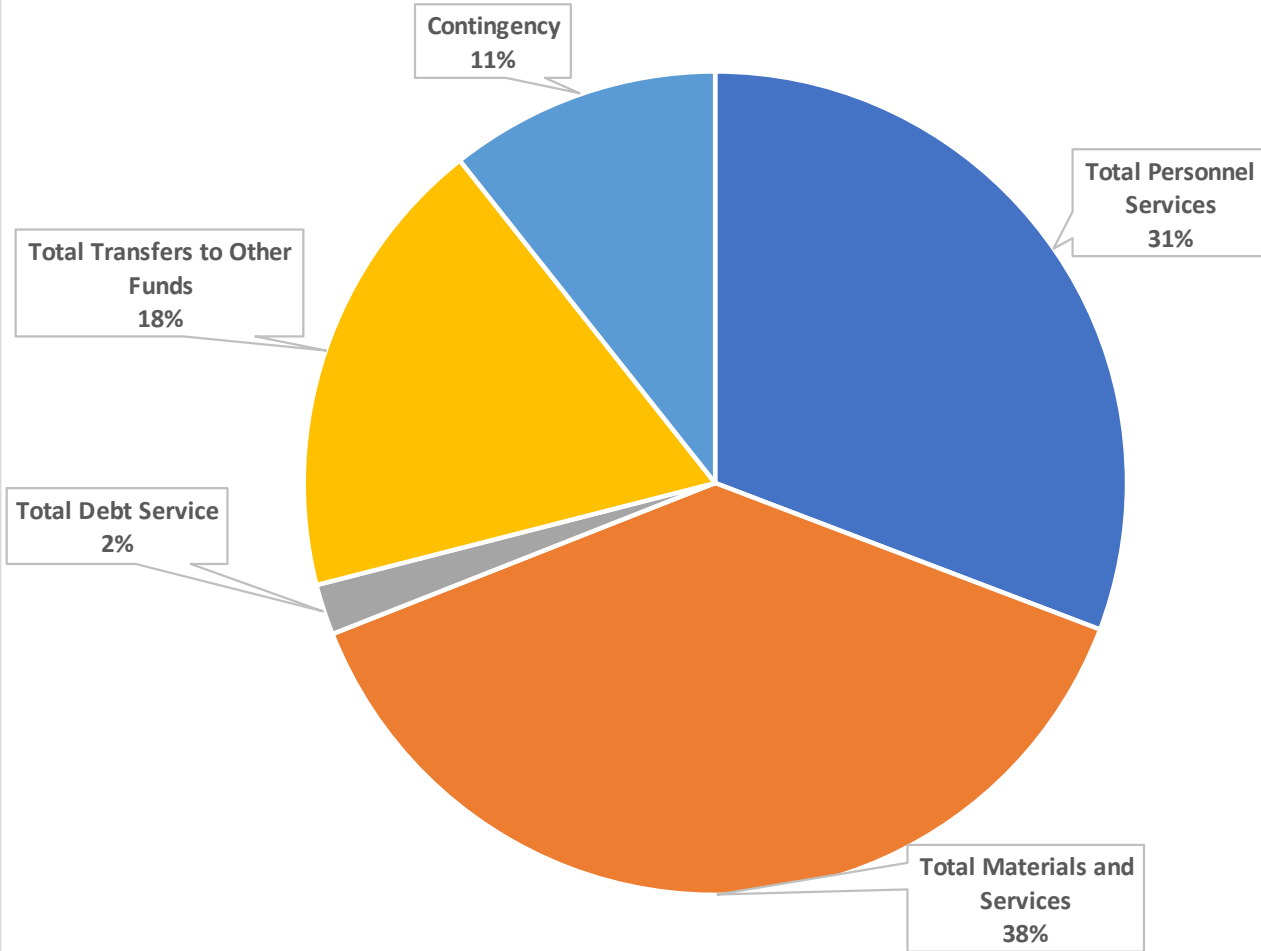
FY25-26 Resources by Category



Beginning Fund Balance	\$	2,241,822
Property Taxes	\$	507,071
Revenue from Collections	\$	590,885
Revenue from Other Agencies	\$	96,404
Use of Money and Property	\$	135,866
Charges for Current Services	\$	46,500
Other Revenue	\$	10,000
Transfers In	\$	1,441,446
<b>Total Resources</b>	<b>\$</b>	<b>5,069,994</b>

## GENERAL FUND (FUND 100)

**FY25-26 Total Expenditures by Category**

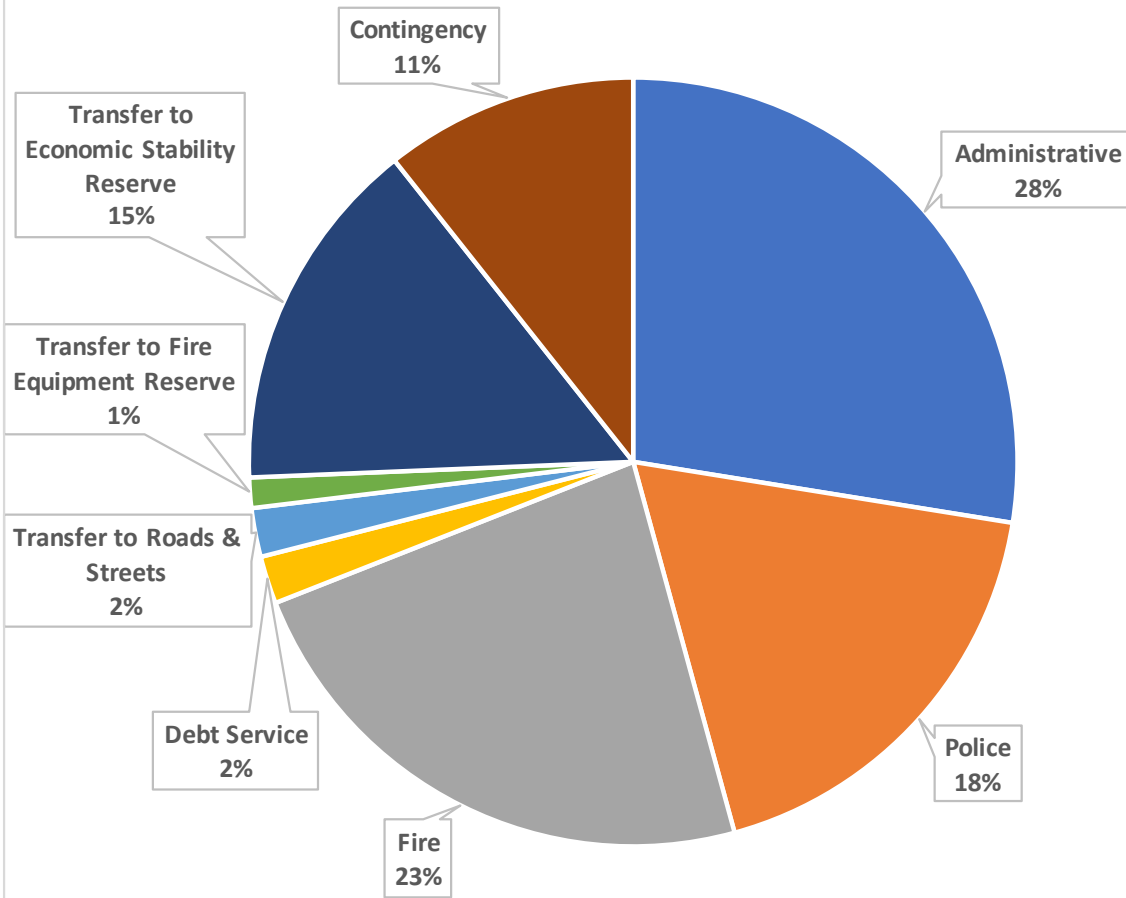


Total Personnel Services	\$ 1,093,833
Total Materials and Services	\$ 1,358,585
Total Debt Service	\$ 71,025
Total Transfers to Other Funds	\$ 651,253
Contingency	\$ 378,516
<b>Total Expenditures</b>	<b>\$ 3,553,212</b>

# GENERAL

## ( FUND 100 )

### FY25-26 Requirements by Department



Administrative	\$	978,485
Police	\$	647,153
Fire	\$	826,780
Debt Service	\$	71,025
Transfer to Roads & Streets	\$	73,253
Transfer to Fire Equipment Reserve	\$	45,000
Transfer to Economic Stability Reserve	\$	533,000
Contingency	\$	378,516
<b>Total Requirements by Department</b>	<b>\$</b>	<b>3,553,212</b>

# 25/26 FISCAL YEAR APPROVED BUDGET

	Historical Data			GENERAL FUND 100 RESOURCES		Budget For Next Year 2025-2026			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-23	First Preceding Year 2023-24	Adopted Budget This Year 2024-2025						
1				GL ACCT					1
2	1,374,147	1,731,373	1,448,916		Net Working Capital	2,241,822	2,241,822	-	2
3					OTHER RESOURCES				3
4	474,609	498,663	479,850	4010	Current Property Taxes (estimated to be received)	499,777	499,777	-	4
5	8,686	8,104	5,494	4020	Delinquent Property Taxes (Previous Levied)	7,294	7,294	-	5
6	483,295	506,767	485,344		TOTAL PROPERTY TAXES	507,071	507,071	-	6
7					REVENUE FROM COLLECTIONS				7
8	290,463	464,028	390,500	4060	Franchise Fees	162,785	162,785	-	8
9	-	-	-	4065	Business License Fees	12,000	12,000	-	9
10	-	-	-	4066	STR License Fees	251,500	251,500	-	10
11	35,753	26,124	20,500	4085	Land Use/Ordinance Fees	20,500	20,500	-	11
12	20,297	6,338	7,140	4100	Fines+Citations: Trfc,Prking, Ord Viol	5,500	5,500	-	12
13	-	-	50	4185	Fire Permits	-	-	-	13
14	2,061	2,568	3,060	4146	Utilities reimb-Health Dept	2,000	2,000	-	14
15	11,352	11,352	11,500	4142	First Floor Office Rent-Health Dept	11,500	11,500	-	15
16	-	-	100	4145	Refundable Deposits	100	100	-	16
17	124,470	125,284	125,000	4186	Emergency Services Fee	125,000	125,000	-	17
18	484,396	635,694	557,850		TOTAL REVENUE FROM OTHER COLLECTIONS	590,885	590,885	-	18
19					REVENUES FROM OTHER AGENCIES				19
20	188,214	42,000	35,000	4175	Misc. Grants-Gen Fund	10,000	10,000	-	20
21	26,700	18,100	28,000	4165	State Revenue Sharing	21,516	21,516	-	21
22	29,576	28,147	30,325	4040	Liquor Tax-OLCC	24,041	24,041	-	22
23	43,052	63,587	35,000	4060	Other Tax	40,000	40,000	-	23
24	1,084	1,002	1,065	4050	Cigarette Tax	847	847	-	24
25	288,626	152,836	129,390		TOTAL REVENUE FROM OTHER AGENCIES	96,404	96,404	-	25
26					USE OF MONEY AND PROPERTY				26
27	134,666	278,063	193,000	4120	Interest on Invested Funds-GF	135,366	135,366	-	27
28	-	2,100	1,000	4141	Community/Civic Center Rental-SR Cntr	500	500	-	28
29	134,666	280,163	194,000		TOTAL USE OF MONEY AND PROPERTY	135,866	135,866	-	29
30					CHARGES FOR CURRENT SERVICES				30
31					Fire Protection Contracts				31
32	29,000	33,000	30,000	4091	Nedonna Fire Dist	34,000	34,000	-	32
33	10,000	10,000	10,000	4092	Twin Rocks Water Dist	12,000	12,000	-	33
34	500	-	500	4093	OR State Forestry Dept	500	500	-	34
35	39,500	43,000	40,500		TOTAL CHARGES FOR CURRENT SERVICES	46,500	46,500	-	35
36					OTHER REVENUE				36
37	23,842	9,773	10,000	4150	Misc Revenues	10,000	10,000	-	37
38	-	-	500	4190	Surplus Property	-	-	-	38
39	23,842	9,773	10,500		TOTAL OTHER REVENUE	10,000	10,000	-	39
40					TRANSFER IN				40
41	195,000	294,703	300,000	4030	TRT < 5% > Police	430,666	430,666	-	41
42	195,000	371,607	300,000	4053	TRT < 5% > Fire Dept	430,667	430,667	-	42
43	64,000	64,000	64,000	4055	TRT < 5% > - GF Loan Service - City Hall Loan	71,025	71,025	-	43
44	5,000	5,000	5,000	4052	TRT < 30 % of 2% CTY > City Beautification	-	-	-	44
45	28,509	39,187	20,000	4038	TRT < 30% of 2% CTY > Capital Projects PW	-	-	-	45
46	28,509	29,000	20,000	4053	TRT < 30 % of 2% CTY > Fire	-	-	-	46
47	28,509	29,000	20,000	4030	TRT < 30% of 2% CTY > Police	-	-	-	47
48	14,254	21,218	14,400	4036	TRT < 30% of 1% CTY > Capital Projects PW	-	-	-	48
49	14,254	21,218	14,400	4053	TRT < 30% of 1% CTY > Fire	-	-	-	49
50	14,254	21,218	14,400	4030	TRT < 30% of 1% CTY > Police	-	-	-	50
51	-	-	-	4031	TRT < 30% of 5% Tourism ORD 2025-01	419,442	419,442	-	51
52	45,000	45,000	45,000	4037	Water - Civic Center Operations	44,823	44,823	-	52
53	45,000	45,000	45,000	4032	Sewer - Civic Center Operations	44,823	44,823	-	53
54	-	-	229,400	4035	Debt Service Reserve	-	-	-	54
55	677,289	986,151	1,091,600		TOTAL TRANSFER IN	1,441,446	1,441,446	-	55
56	3,505,761	4,345,757	3,958,100		TOTAL RESOURCES	5,069,994	5,069,994	-	56



# 25/26 FISCAL YEAR APPROVED BUDGET

				GENERAL FUND - POLICE DEPARTMENT		City of Rockaway Beach			
				FUND 100.15					
	Historical Data			REQUIREMENTS		Budget For Next Year 2025-2026			
	Actual								
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025			Proposed By Budget Officer	Approved By Budget Committee	Approved by Governing Body	
1					MATERIALS AND SERVICES				1
2	169,493	294,839	668,392	6550	Materials and Supplies/TCSO Contract	647,153	647,153	-	2
3	169,493	294,839	668,392		TOTAL MATERIALS & SERVICES	647,153	647,153	-	3
4	169,493	294,839	668,392		TOTAL REQUIREMENTS	647,153	647,153	-	4

	Historical Data			GENERAL FUND - FIRE DEPARTMENT  FUND 100.16		Budget For Next Year 2025-2026			
	Actual								
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025	REQUIREMENTS		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				GL Acct	PERSONNEL SERVICES				1
2	2,250	1,875	2,500	5062	Record Keeping	2,500	2,500	-	2
3	92,413	101,721	113,000	5052	Fire Chief	120,547	120,547	-	3
4	65,997	155,189	176,000	5053	Firefighters	193,170	193,170	-	4
5	-	4,902	5,000	5054	Overtime-Fire Department	8,000	8,000	-	5
6	14,891	-	21,000	5061	Volunteer EMS Stipends	22,000	22,000	-	6
7	19,000	46,827	21,000	5061	Volunteer Stipends	22,000	22,000	-	7
8	-	-	-	5075	Compensated Absenses	25,750	25,750	-	8
9	107,627	167,491	200,000	5152	Payroll Expenses	214,907	214,907	-	9
10	302,178	478,005	538,500		TOTAL PERSONNEL SERVICES	608,874	608,874	-	10
11	2.25	3.25	3.75		TOTAL FULL TIME EQUIVALENT ( FTE )	3.75	3.75	-	11
12					MATERIALS AND SERVICES				12
13	2,949	3,180	3,800	6100	Electricity	4,000	4,000	-	13
14	9,735	16,449	12,000	6530	Telephone & Technology	24,000	24,000	-	14
15	10,496	13,268	10,500	6535	Medical	12,500	12,500	-	15
16	83,124	76,020	32,500	6555	Supplies & Gear	35,000	35,000	-	16
17	15,222	15,853	28,000	6570	Ins: Vehicle , Liab, Equip, Bldg	48,906	48,906	-	17
18	-	-	7,500	6557	Emergency Management Supplies	15,000	15,000	-	18
19	6,397	7,817	10,000	6580	Fuel & Oil	10,000	10,000	-	19
20	-	-	1,500	6582	Electronic Maint & Repair	1,500	1,500	-	20
21	6,158	5,506	15,000	6630	Building Maintenance	15,000	15,000	-	21
22	16,438	10,624	22,000	6660	Training	22,000	22,000	-	22
23	5,377	6,823	10,000	6670	Required Equip Testing	15,000	15,000	-	23
24	14,182	9,265	15,000	6690	Vehicle Maint & Repair	15,000	15,000	-	24
25	170,078	164,805	167,800		TOTAL MATERIALS AND SERVICES	217,906	217,906	-	25
26					CAPITAL OUTLAY				26
27	-	-	-	7621	Fire Department Capital Outlay	-	-	-	27
28	-	-	-		TOTAL CAPITAL OUTLAY	-	-	-	28
29	472,256	642,810	706,300		TOTAL REQUIREMENTS	826,780	826,780	-	29

# 25/26 FISCAL YEAR APPROVED BUDGET

K60	Historical Data			GENERAL FUND - ADMINISTRATION		Budget For Next Year 2025-2026			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025						
1				GL ACCT	PERSONNEL SERVICES				1
2	87,369	126,128	132,000	5057	Office Employees	169,724	176,924	-	2
3	-	-	1,200	5065	Overtime	1,200	1,200	-	3
4	91,254	92,206	99,760	5082	City Manager	113,205	113,205	-	4
5	1,410	1,500	1,400	5085	Council Stipend	1,218	1,218	-	5
6	180,033	219,834	234,360		TOTAL WAGES	285,347	292,547	-	6
7	-	1,473	5,000	5075	Accrued Vacation/Comp Time	10,344	10,344	-	7
8	88,641	104,497	167,000	5152	Payroll Expenses	182,068	182,068	-	8
9	268,674	325,804	406,360		TOTAL PERSONNEL SERVICES	477,759	484,959	-	9
10	1.75	2.70	2.36		TOTAL FULL - TIME EQUIVALENT ( FTE )	2.76	2.76	0	10
11					MATERIALS AND SERVICES				11
12	88,138	31,893	10,000	6410	Planning - Consultants / Legal Fees / Attorney	85,000	85,000	-	12
13	998	2,724	5,800	6530	Telephone	6,050	6,050	-	13
14	6,100	12,178	22,000	6570	Ins: Liability, Bldg, Equip, Bonding, etc	20,517	20,517	-	14
15	13,456	52,275	65,000	6571	Computers, Server, & Technology	82,500	82,500	-	15
16	1,242	1,001	4,000	6577	Ordinance Update	4,000	4,000	-	16
17	633	-	1,000	6596	Emergency Services	1,000	1,000	-	17
18	1,572	2,901	3,000	6666	City Beautification	-	3,000	-	18
19	50,516	41,686	66,000	6830	City Hall Operations	60,000	60,000	-	19
20	3,500	6,183	3,500	6831	Dues: City/Officials/Staff	3,500	3,500	-	20
21	1,044	1,410	2,000	6835	Bank Fees	3,500	3,500	-	21
22	240	-	100	6840	Court Cost	100	100	-	22
23	128,640	44,923	71,978	6850	Admin - Professional Services / Attorney & Legal Fees	94,000	94,000	-	23
24	4,653	7,741	9,500	6870	Auditor & Bond	7,859	7,859	-	24
25	1,560	3,465	2,000	6880	Advertising	4,300	4,300	-	25
26	2,927	6,671	10,000	6890	Stationary & Supplies	7,000	7,000	-	26
27	1,543	4,185	8,000	6915	Travel & Training - Staff	11,000	11,000	-	27
28	16,174	22,304	18,000	5920	City Hall Building Maint	20,000	20,000	-	28
29	502	372	750	6932	City Manager Fund	1,100	1,100	-	29
30	1,034	2,674	3,750	6931	City Council/Mayor Expense	3,900	3,900	-	30
31	550	-	200	6440	Refundable Deposits	200	200	-	31
32	20,921	60,000	75,000	6954	Community Grants	21,516	75,000	-	32
33	345,943	304,586	381,578		TOTAL MATERIALS AND SUPPLIES	437,042	493,526	-	33
34					DEBT SERVICE				34
35	-	-	-	7510	Parking Lot Payments, due 8/1 & 2/1	-	-	-	35
36	123,543	-	-	8518	USDA Loan CH-CC 37yr due 8/1 & 2/1	-	-	-	36
37	-	101,926	140,000	8518	Debt Service	71,025	71,025	-	37
38	123,543	101,926	140,000		TOTAL DEBT SERVICE	71,025	71,025	-	38
39					CAPITAL OUTLAY				39
40	94,954	-	20,000	8000	Capital Projects-PW	-	-	-	40
41	-	7,080	-	8001	Grant Funded Capital Projects	-	-	-	41
42	94,954	7,080	20,000		TOTAL CAPITAL OUTLAY	-	-	-	42
43					TRANSFER OUT				43
44	36,000	49,370	50,000	8041	Roads & Streets Fund, PUD Fran Fee 2%	73,253	73,253	-	44
45	261,000	45,000	45,000	8044	Fire Equipment Reserve	45,000	45,000	-	45
46	-	-	459,800	8046	Economic Stability Reserve	533,000	533,000	-	46
47	297,000	94,370	554,800		TOTAL TRANSFER OUT	651,253	651,253	-	47
48					CONTINGENCY				48
49	-	-	295,870	7999	GF - Contingency	368,964	378,516	-	49
50	-	-	295,870		TOTAL CONTINGENCY	368,964	378,516	-	50
51									51
52	1,733,898	2,574,342	784,800		Total Unappropriated Ending Fund Balance	1,590,018	1,516,782	-	52
53	2,864,012	833,766	1,798,608		TOTAL ADMINISTRATION REQUIREMENTS	2,006,043	2,079,279	-	53

# CAPITAL IMPROVEMENT PLAN

FISCAL YEAR 2025/2026

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Lake Lytle Park \$1.2 million

High-Ground Project \$80,000

Business Façade and Business Marketing grants \$440,000

Pacific St. Improvement \$1.8 million

Road Surface Maintenance Projects \$50,000

Stormwater Project \$45,000

Water Distribution System Leak Detection \$25,000

Nedonna Beach Watermain Replacement Project \$2.8 million

Forest Stewardship Plan \$60,000

Source Water Protection Plan \$60,000

Jetty Creek Acquisition up to \$5 million

Salmonberry Trail \$535,000

Public Works Vehicle \$50,000

# 25/26 FISCAL YEAR APPROVED BUDGET

This fund is authorized and established by resolution number 2004-480 on (date)04/28/2004 for the following specified purpose:

Fire Dept. Major Equipment Acquisitions

Year of Review 2024: Res. 2024-34

## Fire Equipment Reserve

Fund 140

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year:

2025

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2025-2026						
	Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024- 2025								
1				1	RESOURCES				1		
2	178,249	309,789	325,500	2	Working Capital			272,929	272,929	-	2
3				3	Use of Money and Property						3
4	1,381	2,972	2,100	4	Interest on Invested Funds			11,202	11,202	-	4
5				5	TRANSFER IN						5
6	261,000	45,000	45,000	6	GF Transfer In			45,000	45,000	-	6
7	195,000	371,607	121,000	7	TRT Fund <5%>			325,230	325,230	-	7
8	456,000	416,607	166,000	8	TOTAL TRANSFER IN			370,230	370,230	-	8
9	635,630	729,368	493,600	9	TOTAL RESOURCES			654,361	654,361	-	9
10			-	10	Taxes estimated to be received			-	-	-	10
11	-	-		11	Taxes collected in year levied						11
12	635,630	729,368	493,600	12	TOTAL RESOURCES			654,361	654,361	-	12
13				13	REQUIREMENTS						13
14				14	Org. Unit or Prog. & Activity	Object Classification	Detail				14
15	325,841	360,000	70,000	15	Fire Dept	Capital	FD Equip Acquisition Plan	12,500	12,500	-	15
16	-	-	25,000	16	Fire Dept	Capital	FD Mobile Equip Replacement Plan	25,000	25,000	-	16
17	-	-	70,000	17	Fire Dept	Capital	High Ground Project	70,000	70,000	-	17
18	-	-	90,000	18	Fire Dept	Debt Service	Fire Truck Lease Payment	86,776	86,776	-	18
19	309,789	369,368		19	Ending balance (prior years)						19
20			238,600	20	Reserved for Future Expenditure			460,085	460,085	-	20
21	635,630	729,368	493,600	21	TOTAL REQUIREMENTS			654,361	654,361	-	21

# 25/26 FISCAL YEAR APPROVED BUDGET

## RESERVE FUND RESOURCES AND REQUIREMENTS

This fund is authorized and established by resolution / ordinance number

18-667 on (date) 05/09/2018 for the following specified purpose:

Debt Service Loan Payments

**Debt Service Reserve**  
Fund 160

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: CLOSED

CITY OF ROCKAWAY BEACH

Historical Data			CLOSED  DESCRIPTION RESOURCES AND REQUIREMENTS				Budget for Next Year 2025-2026				
Actual							Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025									
1			1	RESOURCES						1	
2	229,400	229,400	229,400	2	Working Capital			-	-	-	2
3	229,400	229,400	229,400	3	TOTAL RESOURCES			-	-	-	3
4			-	4	Taxes estimated to be received			-	-	-	4
5	-	-		5	Taxes collected in year levied						5
6	229,400	229,400	229,400	6	TOTAL RESOURCES			-	-	-	6
7				7	REQUIREMENTS						7
8				8	Org. Unit or Prog. & Activity	Object Classification	Detail				8
9	-	-	229,400	9	Admin Dept	Transfer Out	Txfr to General Fund to Close Fund	-	-	-	9
10	229,400	229,400	229,400	10	TOTAL REQUIREMENTS			-	-	-	10

This fund is authorized and established by Resolution

2024-35 on (date) 06/12/2024 for the following specified purpose:

Economic downturn or budget deficits.

**Economic Stability Reserve**  
Fund 170

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: 2025

	Historical Data			DESCRIPTION  RESOURCES AND REQUIREMENTS			Budget for Next Year 2025-2026			
	Actual						Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025							
1				1	RESOURCES					1
2	-	-	-	2	Working Capital		467,380	467,380	-	2
3				3	Use of Money and Property					3
4	-	-	5,000	4	Interest on Invested Funds		1,532	1,532	-	4
5				5	TRANSFER IN					5
6	-	-	459,800	6	TIF-General Fund		533,000	533,000	-	6
7	-	-	459,800	7	TOTAL TRANSFER IN		533,000	533,000	-	7
8	-	-	464,800	8	TOTAL RESOURCES		1,001,912	1,001,912	-	8
9			-	9	Taxes estimated to be received		-	-	-	9
10	-	-		10	Taxes collected in year levied					10
11	-	-	464,800	11	TOTAL RESOURCES		1,001,912	1,001,912	-	11
12				12	REQUIREMENTS					12
13				13	Org. Unit or Prog. & Activity	Object Classification	Detail			13
14	-	-	-	14			-	-	-	14
15	-	-		15	Ending balance (prior years)					15
16			464,800	16	Reserved for Future Expenditure		1,001,912	1,001,912	-	16
17	-	-	464,800	17	TOTAL REQUIREMENTS		1,001,912	1,001,912	-	17

# 25/26 FISCAL YEAR APPROVED BUDGET

This fund is authorized and established by Resolution

2014-627 on (date)04/09/2014 for the following specified purpose:

GASB34 Funding

## Project & Equipment Reserve Fund 210

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: 2025

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS			Budget for Next Year 2025-2026				
	Actual						Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025								
1				1	RESOURCES						1
2	1,098,482	1,623,103	1,741,189	2	Working Capital			798,758	798,758	-	2
3	1,640	3,529	3,000	3	Interest on Invested Funds			-	-	-	3
4	-	-	75,000	4	Grants-Tourism Facilities			-	-	-	4
5				5	TRANSFER IN						5
6	195,000	371,607	120,000	6	TRT <From 5%>			-	-	-	6
7	332,609	495,104	336,000	7	TRT<From 70% of 2% CTY>			-	-	-	7
8	166,304	247,552	168,000	8	TRT <From 70% of 1% CTY>			-	-	-	8
9	23,511	55,000	20,000	9	TRT <From 30% of 2% CTY>			-	-	-	9
10	14,257	21,218	14,400	10	TRT <From 30% of 1% CTY>			-	-	-	10
11	731,681	1,190,481	658,400	11	TOTAL TRANSFER IN			-	-	-	11
12	1,831,803	2,817,113	2,477,589	12	TOTAL RESOURCES			798,758	798,758	-	12
13			-	13	Taxes estimated to be received			-	-	-	13
14	-	-		14	Taxes collected in year levied						14
15	1,831,803	2,817,113	2,477,589	15	TOTAL RESOURCES			798,758	798,758	-	15
16				16	REQUIREMENTS						16
17				17	Org. Unit or Prog. & Activity	Object Classificatio n	Detail				17
18	208,700	2,209,157	2,000,000	18	Facilities	Capital	Tourism Facilities & Projects	-	-	-	18
19				19	TRANSFERS OUT						19
20	-	-	-	20	TRT			798,758	798,758	-	20
21	-	-	-	21	TOTAL TRANSFERS OUT			798,758	798,758	-	21
22	1,623,103	607,956		22	Ending balance (prior years)						22
23			477,589	23	Reserved for Future Expenditure			-	-	-	23
24	1,831,803	2,817,113	2,477,589	24	TOTAL REQUIREMENTS			798,758	798,758	-	24

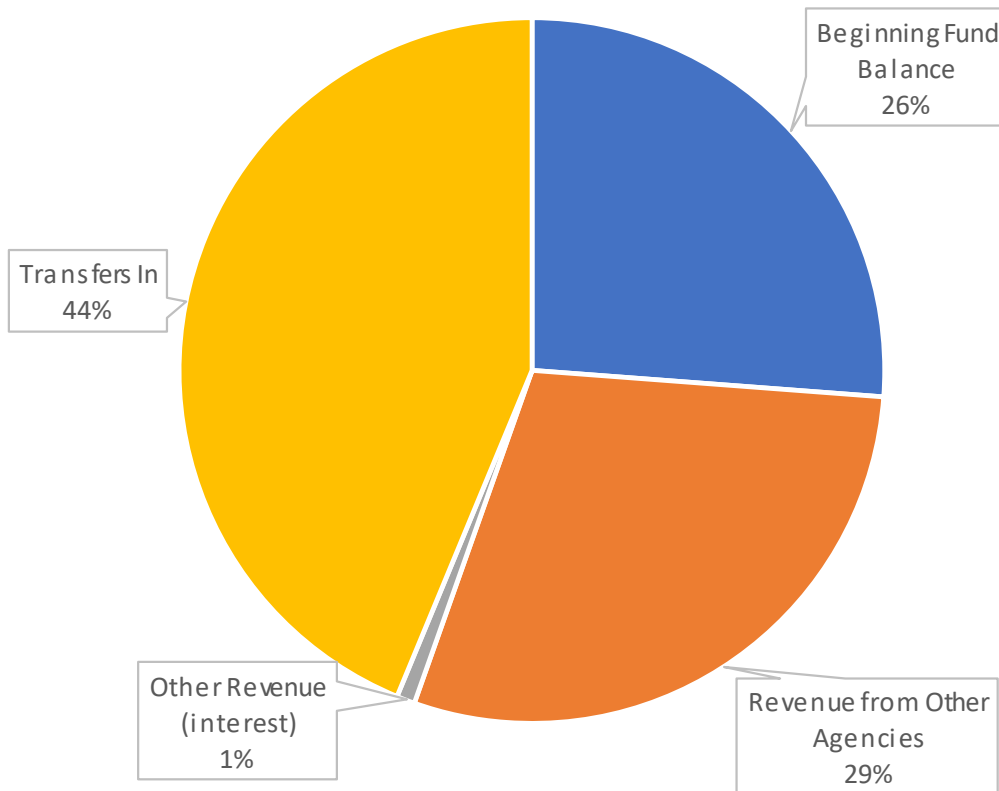
## ROADS & STREETS FUND (FUND 300)



	Actual 6/30/2023	Actual 6/30/2024	Adopted 6/30/2025	Approved 6/30/2026
Beginning Fund Balance	\$ 424,240	\$ 531,269	\$ 589,837	\$ 789,890
Revenue	\$ 728,340	\$ 584,079	\$ 819,590	\$ 2,225,771
Expenditures	\$ 621,311	\$ 420,686	\$ 1,062,278	\$ 2,558,387
Ending Fund Balance	\$ 531,269	\$ 694,662	\$ 347,149	\$ 457,274

## ROADS & STREETS FUND (FUND 300)

FY25-26 Resources by Category

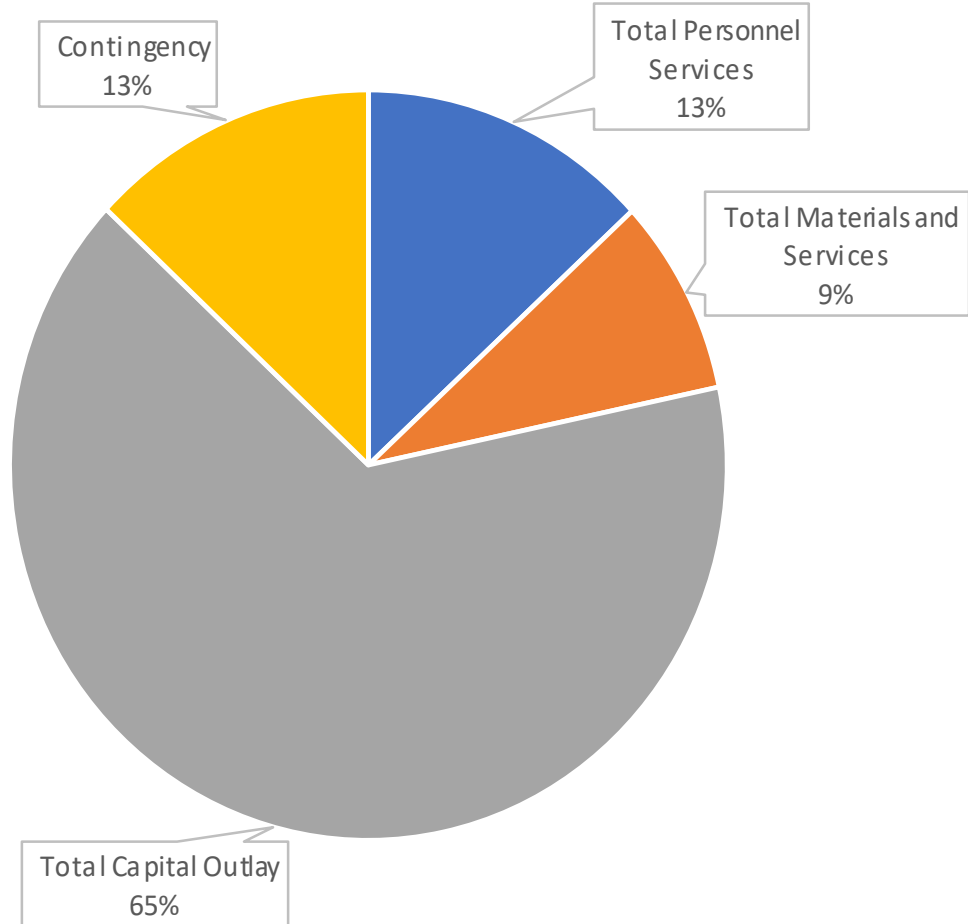


Beginning Fund Balance	\$	789,890
Revenue from Other Agencies	\$	880,851
Other Revenue (interest)	\$	25,355
Transfers In	\$	1,319,565
<b>Total Resources</b>	<b>\$</b>	<b>3,015,661</b>



## ROADS & STREETS FUND (FUND 300)

FY25-26 Total Expenditures by Category



Total Personnel Services	\$	336,281
Total Materials and Services	\$	217,827
Total Capital Outlay	\$	1,670,576
Contingency	\$	333,703
<b>Total Expenditures</b>	<b>\$</b>	<b>2,558,387</b>

# 25/26 FISCAL YEAR APPROVED BUDGET

	Historical Data				ROADS & STREETS FUND 300	Budget For Next Year 2025-2026			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025						
1				GL ACCT	RESOURCES				1
2	424,240	531,269	589,837		FUND BALANCE- UNRESTRICTED	789,890	789,890	-	2
3	-	-	-		FUND BALANCE - RESTRICTED ODOT FUNDS	-	-	-	3
4	-	-	-		FUND BALANCE - RESTRICTED BIKE/PED FUNDS	-	-	-	4
5	424,240	531,269	589,837		TOTAL FUND BALANCE	789,890	789,890	-	5
6					REVENUE FROM OTHER AGENCIES				6
7	116,058	118,068	119,000	4340	State Street Revenue - ODOT	121,622	121,622	-	7
8	-	1,193	1,190	2985	Restricted Bike/Pedestrian Funds ODOT	1,229	1,229	-	8
9	168,300	650	250,000	4182	Grants & Reimbursements Roads & Streets	758,000	758,000	-	9
10	284,358	119,911	370,190		TOTAL REVENUE FROM OTHER AGENCIES	880,851	880,851	-	10
11					USES OF MONEY AND PROPERTY				11
12	21,631	43,872	31,000	4120	Interest on Invested Funds	25,355	25,355	-	12
13					TRANSFERS IN:				13
14	28,209	55,000	59,000	4030	TRT < From 30% of 2% CTY >	-	-	-	14
15	343,888	294,705	295,000	4030	TRT < From 5% >	826,870	826,870	-	15
16	14,254	21,221	14,400	4030	TRT < 30% of 1% of CTY >	-	-	-	16
17	36,000	49,370	50,000	4038	General Fund < TPUD Fran 2% of the 4% >	73,253	73,253	-	17
18	-	-	-	4030	TRT < From 30% of 5% Tourism Ord. 2025-01>	419,442	419,442	-	18
19	422,351	420,296	418,400		TOTAL TRANSFER IN	1,319,565	1,319,565	-	19
20	1,152,580	1,115,348	1,409,427		TOTAL RESOURCES	3,015,661	3,015,661	-	20
21					REQUIREMENTS				21
22					PERSONNEL SERVICES				22
23	13,036	13,172	14,252	5082	City Manager	16,172	16,172	-	23
24	-	-	-	5060	Public Works Director	23,532	23,532	-	24
25	6,032	8,207	10,520	5058	Public Works Superintendent	11,844	11,844	-	25
26	60,442	73,197	91,000	5055	Maintenance Worker Wages	104,166	110,966	-	26
27	463	300	-	5085	Council Stipend	125	125	-	27
28	-	-	5,000	5056	Extra Labor - Temp	6,000	6,000	-	28
29	-	-	-	5064	Standby	1,733	1,733	-	29
30	-	-	5,600	5065	Overtime	5,610	5,610	-	30
31	79,973	94,876	126,372		TOTAL WAGES	169,182	175,982	-	31
32	44,017	60,789	91,000	5152	Payroll Expenses	148,083	148,083	-	32
33	-	-	2,000	5075	Accrued Vacation/Comp Time	12,216	12,216	-	33
34	123,990	155,665	219,372		TOTAL PERSONNEL SERVICES	329,481	336,281	-	34
35	0.75	1.50	1.52		TOTAL FULL TIME EQUIVALENT ( FTE )	1.87	1.87	0	35
36					MATERIALS & SERVICES				36
37	25,732	31,404	33,500	6800	Roads Materials, Sup & Services	49,000	49,000	-	37
38	-	-	-	6574	Audit	2,282	2,282	-	38
39	17,371	17,260	25,000	6572	Street Lighting	22,000	22,000	-	39
40	3,602	2,242	4,600	6125	Electricity: Wayside, City Park	5,000	5,000	-	40
41	5,000	6,110	8,000	6570	Ins/Vehicle, Liability, Equip, Bldg	42,716	42,716	-	41
42	1,525	1,571	1,600	6592	Parking Lease - Port of Tillamook Bay	1,600	1,600	-	42
43	4,165	1,419	9,300	6610	Sidewalks, Curb, Bikeways	1,229	1,229	-	43
44	1,796	473	3,000	6620	Street Signs	6,000	6,000	-	44
45	25	4,236	1,000	6667	Storm Damage Repairs	3,000	3,000	-	45
46	6,764	5,942	15,000	6690	Vehicle Maint, Supplies & Repair	16,000	16,000	-	46
47	4,114	4,483	7,000	6580	Fuel & Oil	6,000	6,000	-	47
48	8,677	3,927	10,000	6600	Drainage, Flood Control & Slides	10,000	10,000	-	48
49	30,093	4,733	10,000	6131	Nature Preserve	8,000	8,000	-	49
50	34,583	32,451	42,000	6130	Wayside & Park Maintenance	45,000	45,000	-	50
51	143,447	116,251	170,000		TOTAL MATERIALS & SERVICES	217,827	217,827	-	51
52					CAPITAL OUTLAY				52
53	353,874	112,291	450,000	7502	Roads & Streets Paving & Grant Projects	1,050,000	1,050,000	-	53
54	-	-	-	7509	Lake Lytle Park	508,576	508,576	-	54
55	-	36,479	50,000	7506	Streets Capital Improvement Plan	50,000	50,000	-	55
56	-	-	-	7507	Public Works Mobile Equipment Plan	17,000	17,000	-	56
57	-	-	35,000	7508	Public Works Stormwater Projects	45,000	45,000	-	57
58	353,874	148,770	535,000		TOTAL CAPITAL OUTLAY	1,670,576	1,670,576	-	58
59	-	-	137,906	7999	Contingency	332,683	333,703	-	59
60	531,269	694,662			Ending Balance (Prior Years)				60
61			347,149		Total Unappropriated Ending Fund Balance	465,094	457,274	-	61
62	1,152,580	1,115,348	1,409,427		REQUIREMENTS TOTAL	3,015,661	3,015,661	-	62

# 25/26 FISCAL YEAR APPROVED BUDGET

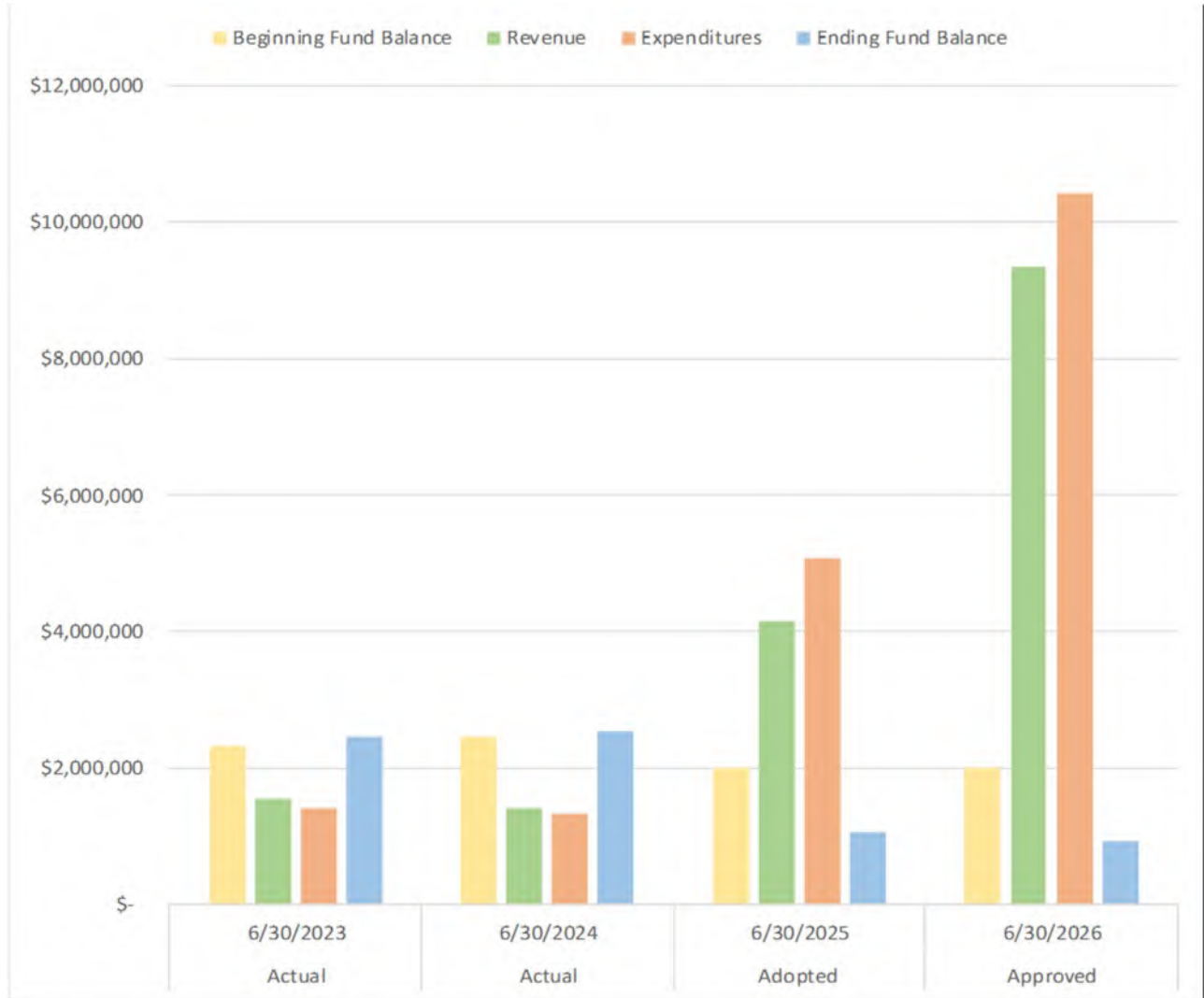
## TRANSPORTATION SYSTEMS DEVELOPMENT CHARGE

FUND 390

	Historical Data			RESOURCES		Budget For Next Year 2025-2026			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025						
1				GL Acct	BEGINNING FUND BALANCE				1
2					WORKING CAPITAL				2
3	184,551	203,719	222,719		Bal Fwd - Improvement	235,280	235,280	-	3
4	1,168	2,561	1,800	4120	Interest on Invested Funds	7,479	7,479	-	4
5	18,000	14,400	18,000	4940	Improvement Fees	14,000	14,000	-	5
6	203,719	220,680	242,519		TOTAL RESOURCES	256,759	256,759	-	6
7					REQUIREMENTS				7
8	-	-	242,519	7880	Contract Materials - Improvement	256,759	256,759	-	8
9	-	-	242,519		TOTAL CAPITAL OUTLAY	256,759	256,759	-	9
10			-		Unappropriated Fund Balance - Improvement	-	-	-	10
11	203,719	220,680			FUND BALANCE ( PRIOR YEARS )				11
12					Reserved for Future Expenditures				12
13	203,719	220,680	242,519		TOTAL REQUIREMENTS	256,759	256,759	-	13

## WATER FUND

### (FUND 400)

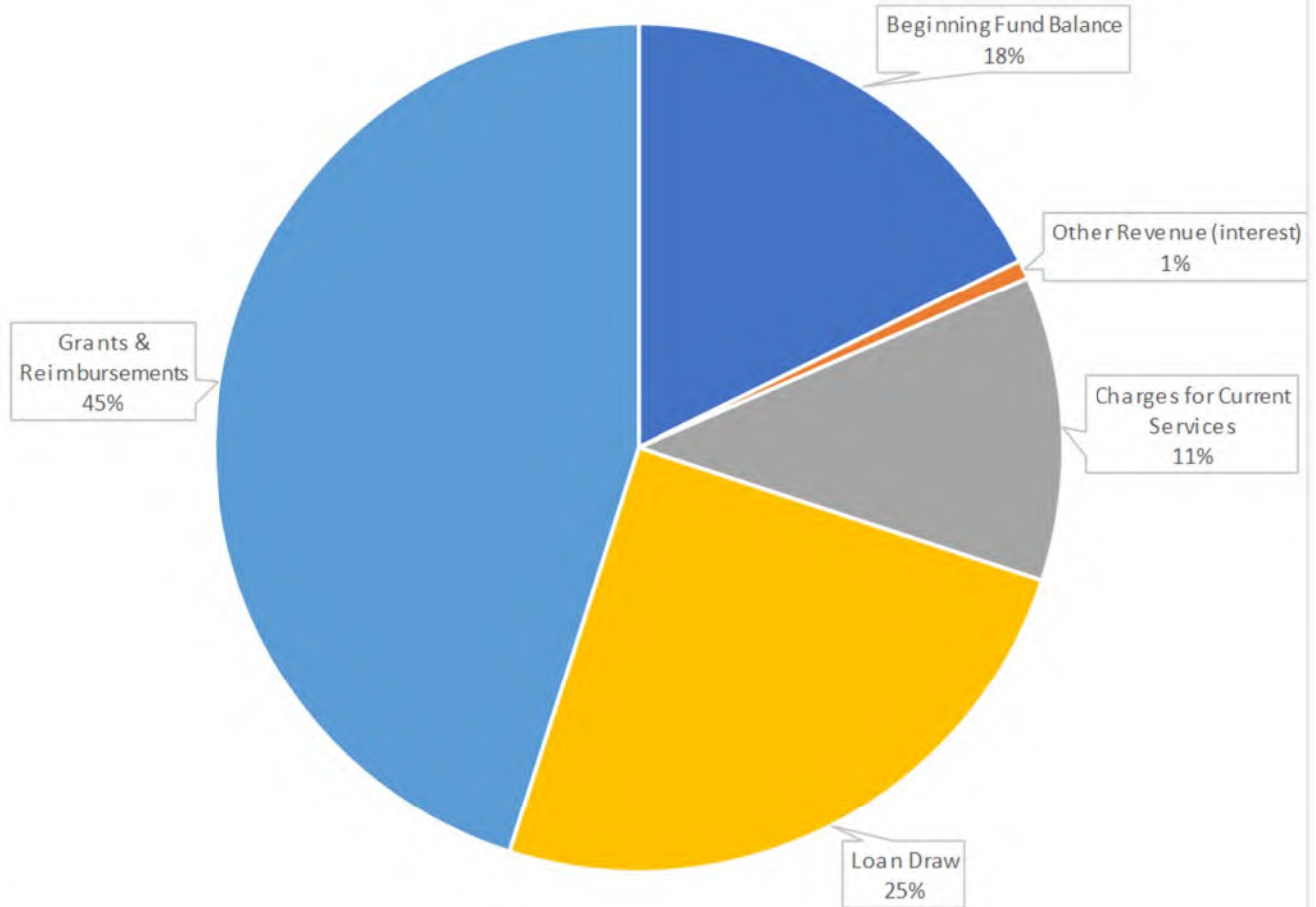


	Actual 6/30/2023	Actual 6/30/2024	Adopted 6/30/2025	Approved 6/30/2026
Beginning Fund Balance	\$2,334,539	\$ 2,467,795	\$ 2,002,900	\$ 2,015,623
Revenue	\$1,537,818	\$ 1,409,365	\$ 4,158,937	\$ 9,344,062
Expenditures	\$1,404,562	\$ 1,342,855	\$ 5,089,908	\$ 10,425,218
Ending Fund Balance	\$2,467,795	\$ 2,534,305	\$ 1,071,929	\$ 934,467

# WATER FUND

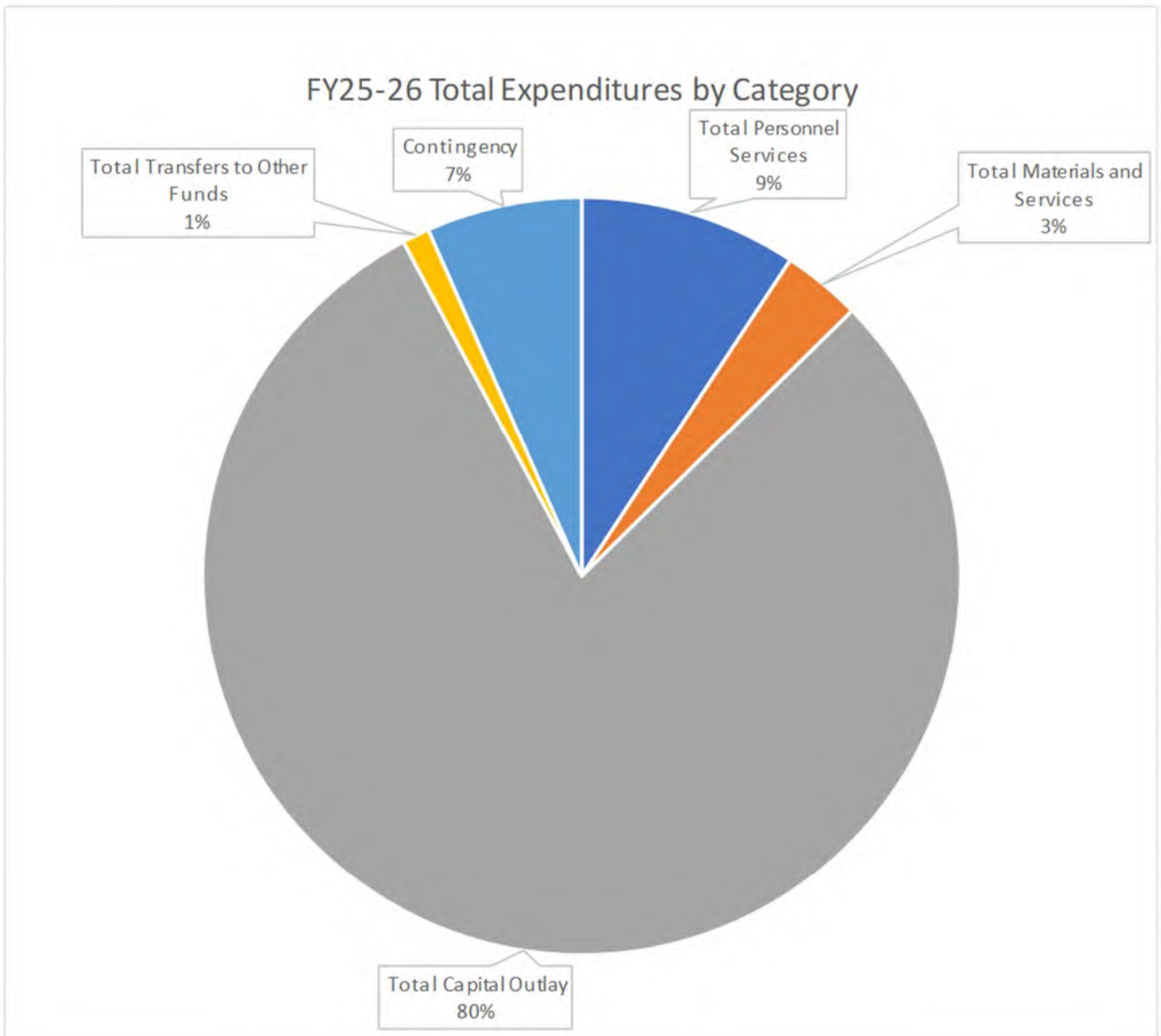
## (FUND 400)

FY25-26 Resources by Category



Beginning Fund Balance	\$	2,015,623
Other Revenue (interest)	\$	81,262
Charges for Current Services	\$	1,317,000
Loan Draw	\$	2,825,800
Grants & Reimbursements	\$	5,120,000
<b>Total Resources</b>	<b>\$</b>	<b>11,359,685</b>

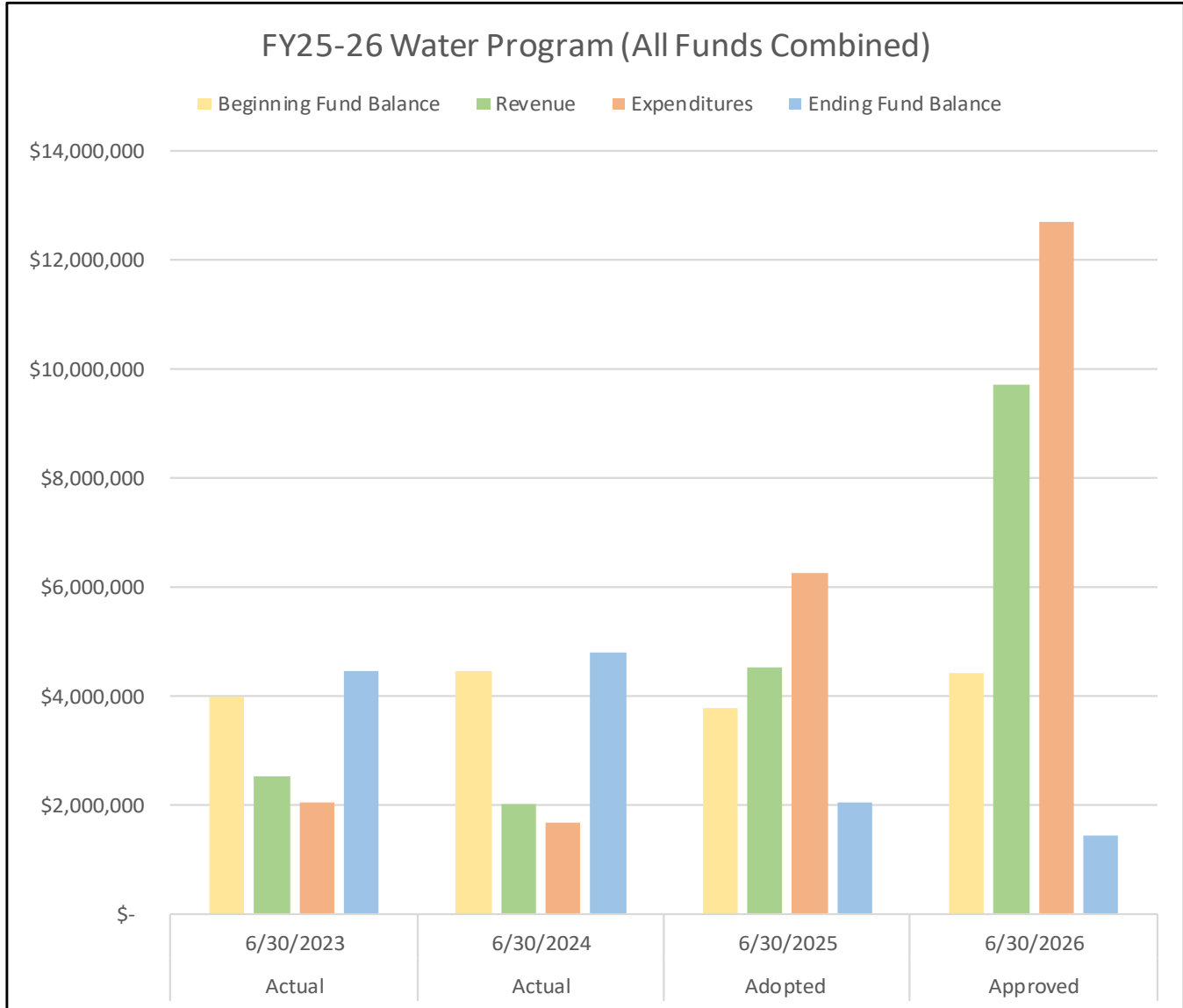
## WATER FUND (FUND 400)



Total Personnel Services	\$ 967,694
Total Materials and Services	\$ 350,028
Total Capital Outlay	\$ 8,295,000
Total Transfers to Other Funds	\$ 121,323
Contingency	\$ 691,173
<b>Total Expenditures</b>	<b>\$ 10,425,218</b>

# WATER FUND

## (FUND 400)

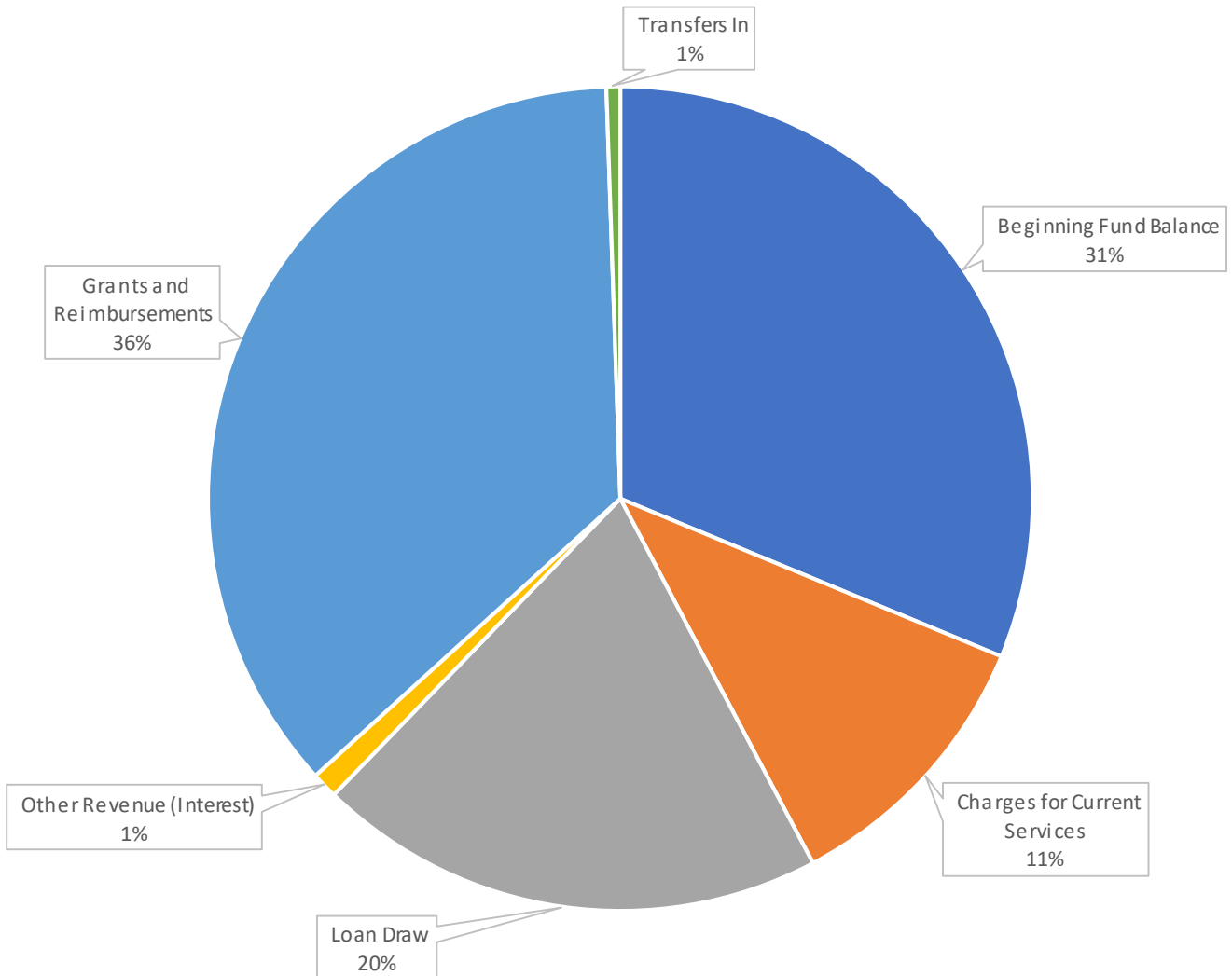


	Actual 6/30/2023	Actual 6/30/2024	Adopted 6/30/2025	Approved 6/30/2026
Beginning Fund Balance	\$3,985,169	\$ 4,456,084	\$ 3,790,893	\$ 4,421,551
Revenue	\$2,523,736	\$ 2,023,302	\$ 4,535,737	\$ 9,724,186
Expenditures	\$2,052,821	\$ 1,674,303	\$ 6,277,645	\$ 12,698,902
Ending Fund Balance	\$4,456,084	\$ 4,805,083	\$ 2,048,985	\$ 1,446,835

# WATER FUND

## (FUND 400)

FY25-26 Resources by Category (All Funds Combined)



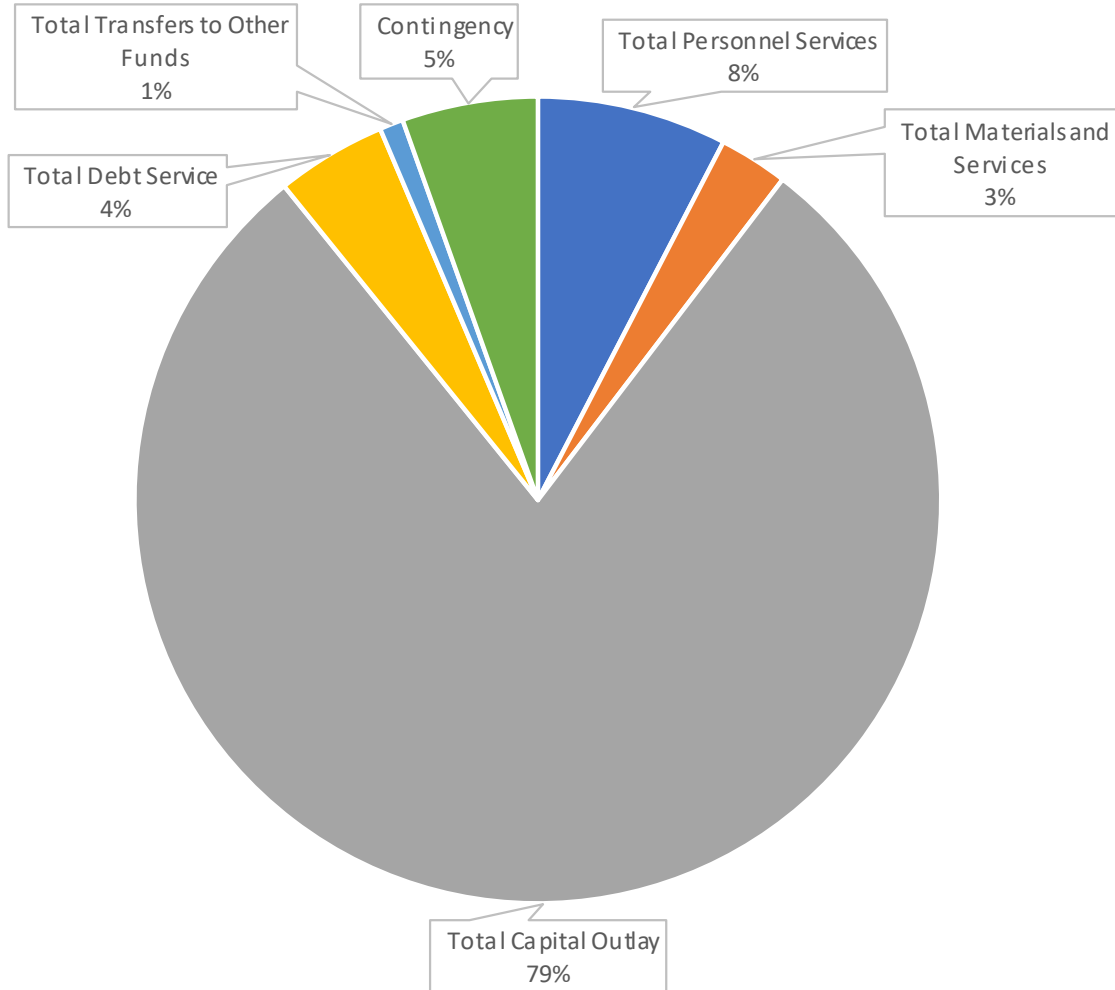
Beginning Fund Balance	\$	4,421,551
Charges for Current Services	\$	1,556,800
Loan Draw	\$	2,825,800
Other Revenue (Interest)	\$	145,086
Grants and Reimbursements	\$	5,120,000
Transfers In	\$	76,500
<b>Total Resources</b>	<b>\$</b>	<b>14,145,737</b>



## WATER FUND

### (FUND 400)

FY25-26 Total Expenditures by Category (All Funds Combined)



Total Personnel Services	\$ 967,694
Total Materials and Services	\$ 350,028
Total Capital Outlay	\$ 10,006,934
Total Debt Service	\$ 561,750
Total Transfers to Other Funds	\$ 121,323
Contingency	\$ 691,173
<b>Total Expenditures</b>	<b>\$ 12,698,902</b>

# 25/26 FISCAL YEAR APPROVED BUDGET

	Historical Data				WATER OPERATING	Budget For Next Year 2025-2026			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025						
1				GL ACCT	RESOURCES				1
2	2,334,539	2,467,795	2,002,900		FUND BALANCE	2,015,623	2,015,623	-	2
3					CHARGES FOR CURRENT SERVICES				3
4	1,251,641	1,267,259	1,215,000	4540	Water Service Base Rate	1,215,000	1,215,000	-	4
5	25,812	23,790	25,500	4550	New Water Connections	25,500	25,500	-	5
6	76,409	76,902	76,500	4560	Master Plan Reserve Fund	76,500	76,500	-	6
7	1,353,862	1,367,951	1,317,000		TOTAL CHARGES FOR CURRENT SERVICES	1,317,000	1,317,000	-	7
8					USE OF MONEY AND PROPERTY				8
9	10,380	20,779	16,000	4120	Interest on Invested Funds	81,262	81,262	-	9
10					TRANSFER IN				10
11	-	-	137	4047	Water Revenue Bond	-	-	-	11
12					OTHER REVENUE				12
13	-	-	-		Grants & Reimbursements	5,120,000	5,120,000	-	13
14	173,576	20,635	2,825,800	4150	Turn on/off acct chng/meter read fees and Loan Draw	2,825,800	2,825,800	-	14
15	3,872,357	3,877,160	6,161,837		TOTAL RESOURCES	11,359,685	11,359,685	-	15
16					REQUIREMENTS				16
17					PERSONNEL SERVICES				17
18	13,036	13,172	14,250	5082	City Manager	16,172	16,172	-	18
19	-	-	-	5060	Public Works Director	41,181	41,181	-	19
20	30,282	41,037	52,600	5058	Public Works Superintendent	59,218	59,218	-	20
21	93,040	127,926	147,500	5057	Office Employees	172,114	177,014	-	21
22	98,918	96,405	109,504	5055	Maintenance Workers	137,851	137,851	-	22
23	45,563	68,501	64,500	5059	Plant Operator	68,419	68,419	-	23
24	-	-	10,000	5056	Extra Labor -Temp	12,000	12,000	-	24
25	-	-	1,000	5067	Emergency Management	1,000	1,000	-	25
26	-	-	3,500	5054	Code Enforcement	13,780	13,780	-	26
27	810	900	1,470	5085	Council Stipend	1,470	1,470	-	27
28	-	-	1,750	5064	Standby	1,785	1,785	-	28
29	2,411	4,351	14,000	5065	Overtime	7,180	7,180	-	29
30	284,060	352,292	420,074		TOTAL WAGES	532,170	537,070	-	30
31	145,744	187,179	299,000	5152	Payroll Expenses	384,425	384,425	-	31
32	-	1,429	5,000	5075	Accumulated Vacation/Comp Time	46,199	46,199	-	32
33	429,804	540,900	724,074		TOTAL PERSONNEL SERVICES	962,794	967,694	-	33
34	4.50	5.30	4.63		TOTAL FULL - TIME EQUIVALENT ( FTE )	6.03	6.03	0	34

# 25/26 FISCAL YEAR APPROVED BUDGET

	Historical Data				WATER OPERATING  FUND 400	Budget For Next Year 2025-2026			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025						
35					MATERIALS AND SERVICES				35
36	29,101	34,514	36,500	6110	Electricity	37,000	37,000	-	36
37	-	-	1,000	6455	Emergency Services	1,000	1,000	-	37
38	1,984	1,134	3,000	6520	Building Maintenance	5,000	5,000	-	38
39	15,225	14,761	17,000	6530	Communication and Technology	24,500	24,500	-	39
40	21,837	31,039	35,000	6534	Plant Chemicals and supplies	35,000	35,000	-	40
41	21,573	31,628	25,500	6551	Administration & Billing	26,000	26,000	-	41
42	27,300	24,237	29,000	6570	Ins: Vehicle, Liability, Equip, Bldg	15,898	15,898	-	42
43	8,710	9,438	12,000	6574	Audit	9,380	9,380	-	43
44	7,933	8,624	10,000	6580	Fuel & Oil	10,000	10,000	-	44
45	-	-	500	6667	Storm Damage Repairs	1,000	1,000	-	45
46	2,493	5,386	15,000	6690	Vehicle & Equipment Maintenance	15,000	15,000	-	46
47	4,320	4,544	7,000	6745	Required Testing	7,000	7,000	-	47
48	74,659	63,907	100,000	6750	System Maintenance and Supplies	105,000	105,000	-	48
49	1,199	2,702	3,200	6831	Dues - Certif - Permits - Licenses	3,000	3,000	-	49
50	452	118	5,000	6850	Attorney & Legal	5,000	5,000	-	50
51	286	6,234	25,000	6851	Professional Services	25,000	25,000	-	51
52	7,643	7,122	8,000	6915	Travel & Training - Staff	8,500	8,500	-	52
53	4,484	14,966	10,100	6945	Meter Readers 60%	16,250	16,250	-	53
54	-	-	500	6951	Ordinance Enforcement	500	500	-	54
55	229,199	260,354	343,300		TOTAL MATERIALS AND SERVICES	350,028	350,028	-	55
56					REQUIREMENTS				56
57					CAPITAL OUTLAY				57
58	14,559	30,607	235,000	7602	Water Facilities Capital Outlay	5,235,000	5,235,000	-	58
59	-	128,353	3,000,000	7601	Improvement and New Lines	3,000,000	3,000,000	-	59
60	-	37,641	15,000	7603	Public Works Mobile Equipment Plan	30,000	30,000	-	60
61	-	-	-	7661	Public Works Vehicles	30,000	30,000	-	61
62	14,559	196,601	3,250,000		TOTAL CAPITAL OUTLAY	8,295,000	8,295,000	-	62
63					TRANSFERS OUT				63
64	45,000	45,000	45,000	8027	GF for Civic Ctr Operations	44,823	44,823	-	64
65	686,000	300,000	100,000	8045	Water Master Plan Reserve Fund	76,500	76,500		65
66	731,000	345,000	145,000		TOTAL TRANSFERS OUT	121,323	121,323	-	66
67	-	-	627,534	7999	Contingency	691,173	691,173	-	67
68	2,467,795	2,534,305			Ending Balance ( Prior Years )				68
69			1,071,929		Total Unappropriated Ending Fund Balance	939,367	934,467	-	69
70	3,872,357	3,877,160	6,161,837		TOTAL REQUIREMENTS	11,359,685	11,359,685	-	70

# 25/26 FISCAL YEAR APPROVED BUDGET

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS			Budget for Next Year 2025-2026				
	Actual						Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025								
1				1	RESOURCES						1
2	490,251	753,403	910,594	2	Working Capital			1,055,546	1,055,546	-	2
3				3	Use of Money and Property						3
4	20,401	43,657	31,000	4	Interest on Invested Funds			35,493	35,493	-	4
5				5	TRANSFER IN						5
6	686,000	300,000	100,000	6	Water Operating Utility Fund			76,500	76,500	-	6
7	686,000	300,000	100,000	7	TOTAL TRANSFER IN			76,500	76,500	-	7
8				8							8
9	1,196,652	1,097,060	1,041,594	9	TOTAL RESOURCES			1,167,539	1,167,539	-	9
10			-	10	Taxes estimated to be received			-	-	-	10
11	-	-		11	Taxes collected in year levied						11
12	1,196,652	1,097,060	1,041,594	12	TOTAL RESOURCES			1,167,539	1,167,539	-	12
13				13	REQUIREMENTS						13
14				14	Org. Unit or Prog. & Activity	Object Classification	Detail				14
15	443,249	165,514	450,000	15	Wtr Master Plan	Capital	Priority I Projects per Master Plan	890,000	890,000	-	15
16				16				-	-	-	16
17	753,403	931,546		17	Ending balance (prior years)						17
18			591,594	18	Reserved for Future Expenditure			277,539	277,539	-	18
19	1,196,652	1,097,060	1,041,594	19	TOTAL REQUIREMENTS			1,167,539	1,167,539	-	19

## 1981 WATER REVENUE BOND 1998 REFUNDING WATER REVENUE

FUND 430

### CLOSED

	Historical Data			RESOURCES		Budget for Next Year 2025-2026			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025						
				GL Acct					
1	137	137	137		FUND BALANCE	-	-	-	1
2					USE OF MONEY AND PROPERTY				2
3					TRANSFER IN				3
4	137	137	137		TOTAL RESOURCES	-	-	-	4
5					REQUIREMENTS				5
6					TRANSFER OUT				6
7	-	137	137	8023	Water Operating Fund	-	-	-	7
8					Closing Fund				8
9	137	-	-		Total Unappropriated Ending Fund Balance	-	-	-	9
10	137	137	137		TOTAL REQUIREMENTS	-	-	-	10

## 25/26 FISCAL YEAR APPROVED BUDGET

	Historical Data			RESOURCES		Budget For Next Year 2025-2026			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025						
1	538,119	590,900	475,412	GL Acct	FUND BALANCE	640,261	640,261	0	1
2					USE OF MONEY AND PROPERTY				2
3	1,700	1,874	2,700	4120	Interest on Invested Funds	6,318	6,318	0	3
4					Collections From Utility Billing				4
5	152,691	153,687	150,000	4550	Water Debt Sevice	150,000	150,000	0	5
6	692,510	746,461	628,112		TOTAL RESOURCES	796,579	796,579	0	6
7					REQUIREMENTS				7
8					DEBT SERVICE				8
9	60,000	0	0	8510	McMillan Creek Water Res Principal	0	0	0	9
10	2,160	0	0	8511	McMillan Creek Water Res Interest	0	0	0	10
11	0	0	205,000	8512	Nedonna Beach Waterline Payment	100,000	100,000	0	11
12	30,000	30,000	30,000	8520	Jetty Creek Water Plant Principal	30,000	30,000	0	12
13	9,450	8,550	7,650	8521	Jetty Creek Water Plant Interest	6,750	6,750	0	13
14	0	0	0	8526	Gap Loan Principal	375,000	375,000	0	14
15	0	0	0	8527	Gap Loan Interest	50,000	50,000	0	15
16	101,610	38,550	242,650		TOTAL DEBT SERVICE	561,750	561,750	0	16
17	590,900	707,911			Ending Balance ( Prior Years )				17
18			385,462		Total Unappropriated Ending Fund Balance	234,829	234,829	0	18
19	692,510	746,461	628,112		TOTAL REQUIREMENTS	796,579	796,579	0	19

### WATER SYSTEM DEVELOPMENT CHARGE

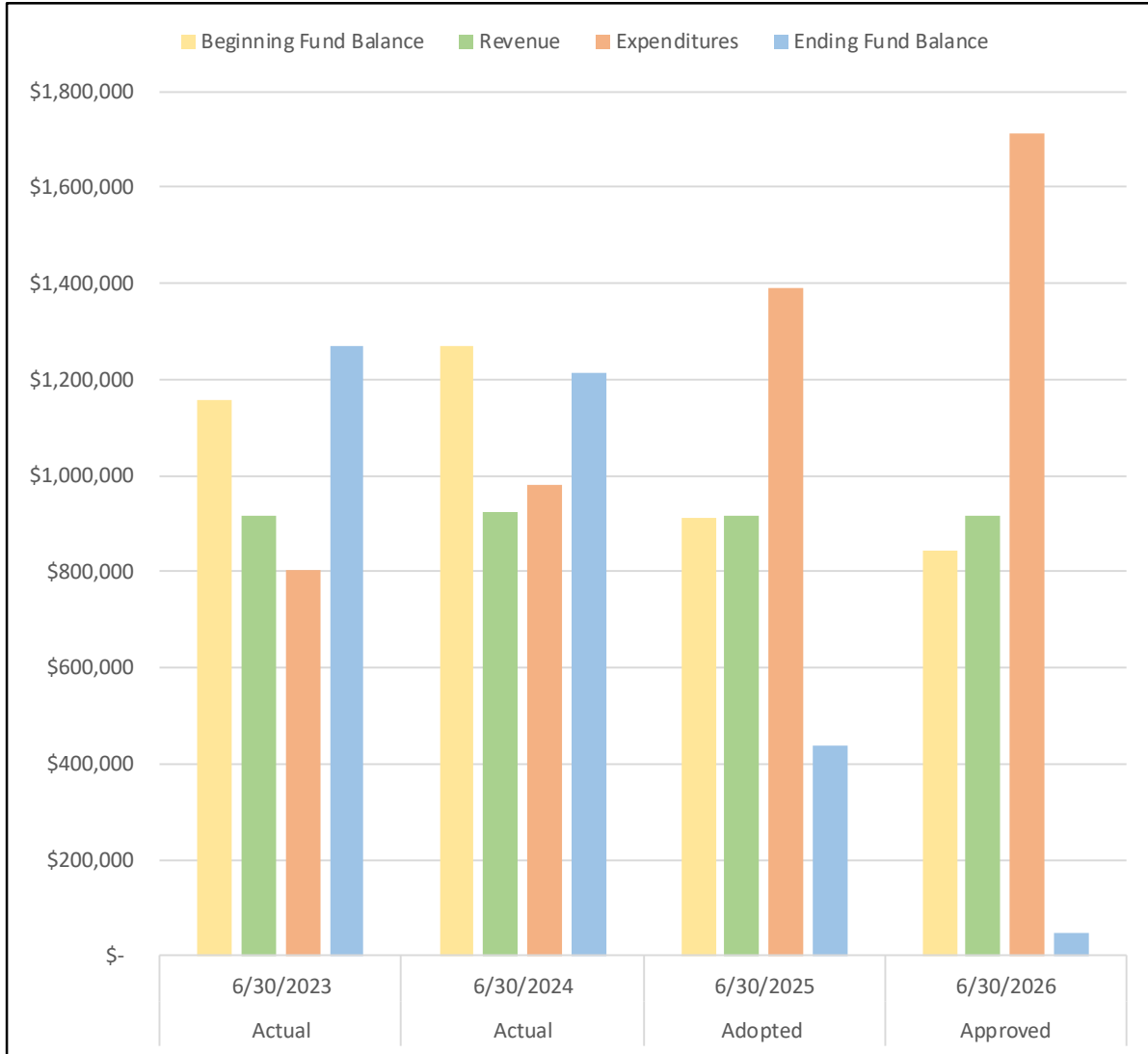
FUND 490

	Historical Data			RESOURCES		Budget For Next Year 2025-2026			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025						
				GL Acct					
1	622,123	643,849			BEGINNING FUND BALANCE:				1
2			326,349		Bal Fwd - Reimbursement	433,715	433,715	-	2
3			75,501		Bal Fwd - Improvement	276,406	276,406	-	3
4	2,063	4,610	3,300	4120	Interest on Invested Funds	22,013	22,013	-	4
5	10,488	9,384	9,800	4935	Reimbursement Fees	9,800	9,800	-	5
6	112,575	100,725	80,000	4940	Improvement Fees	80,000	80,000	-	6
7	747,249	758,568	494,950		TOTAL RESOURCES	821,934	821,934	-	7
8					REQUIREMENTS				8
9	62,905	819	157,151	7885	Contract Materials - Reimbursement	456,062	456,062	-	9
10	40,495	126,428	337,799	7880	Contract Materials - Improvement	365,872	365,872	-	10
11	103,400	127,247	494,950		TOTAL CAPITAL OUTLAY	821,934	821,934	-	11
13			-		Unap Bal - Reimbursement	-	-	-	13
14			-		Unap Bal - Improvement	-	-	-	14
15	643,849	631,321			Reserved for Future Expenditures				15
16	747,249	758,568	494,950		TOTAL REQUIREMENTS	821,934	821,934	-	16

# SEWER FUND PROJECTION

	Actual		Adopted Budget		Approved Budget		Projected	Projected
	FYE 2022	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028	
Beginning Fund Balance	\$1,046,652	11% \$1,157,536	-31% \$ 803,422	14% \$ 913,556	-7% \$ 845,212	-76% \$ 201,254	-475% \$ (755,677)	
Resources:								
Sewer Service Base Rate	\$ 784,296	1% \$ 790,483	0% \$ 789,253	-1% \$ 780,000	0% \$ 780,000	0% \$ 780,000	0% \$ 780,000	
Sewer Master Plan	\$ 81,474	1% \$ 81,963	0% \$ 82,309	0% \$ 82,000	0% \$ 82,000	0% \$ 82,000	0% \$ 82,000	
New Sewer Connections	\$ 19,400	1% \$ 19,621	-53% \$ 9,150	89% \$ 17,250	0% \$ 17,250	0% \$ 17,250	0% \$ 17,250	
Interest on Invested Funds	\$ 3,978	462% \$ 22,349	0% \$ 41,027	0% \$ 34,000	0% \$ 34,345	-20% \$ 27,476	-10% \$ 24,728	
Miscellaneous Revenue	\$ 2,993	-68% \$ 957	0% \$ 2,554	0% \$ 1,000	0% \$ 1,000	0% \$ 1,000	0% \$ 1,000	
Total Resources	\$1,938,793	\$2,072,909	\$1,727,715	\$1,827,806	\$1,759,807	\$1,108,980	\$149,301	
Expenditures:								
Personnel Services	\$ 384,274	8% \$ 413,165	26% \$ 520,008	33% \$ 691,825	36% \$ 937,845	8% \$ 1,012,873	8% \$ 1,093,902	
Materials and Services	\$ 261,426	-2% \$ 255,022	18% \$ 300,996	36% \$ 408,600	2% \$ 417,412	9% \$ 454,979	5% \$ 477,728	
Capital Outlay	\$ 15,557	-2% \$ 15,235	162% \$ 39,851	-62% \$ 15,000	60% \$ 24,000	0% \$ 40,000	0% \$ 40,000	
Transfers Out	\$ 120,000	0% \$ 120,000	0% \$ 120,000	6% \$ 127,000	0% \$ 126,823	3% \$ 130,628	3% \$ 134,547	
Total Expenditures	\$ 781,257	3% \$ 803,422	22% \$ 980,855	27% \$ 1,242,425	21% \$ 1,506,080	9% \$ 1,638,479	7% \$ 1,746,177	
Contingency				\$ 147,242	\$ 52,473	\$ 226,178	\$ 241,745	
Ending fund balance	\$1,157,536	\$1,269,487	\$ 746,860	\$ 438,139	\$ 201,254	\$ (755,677)	\$ (1,596,876)	
Months operating expenditure:								
in ending fund balance	17.78	18.96	9.14	4.23	1.60	(5.53)	(10.97)	

## SEWER FUND (FUND 500)

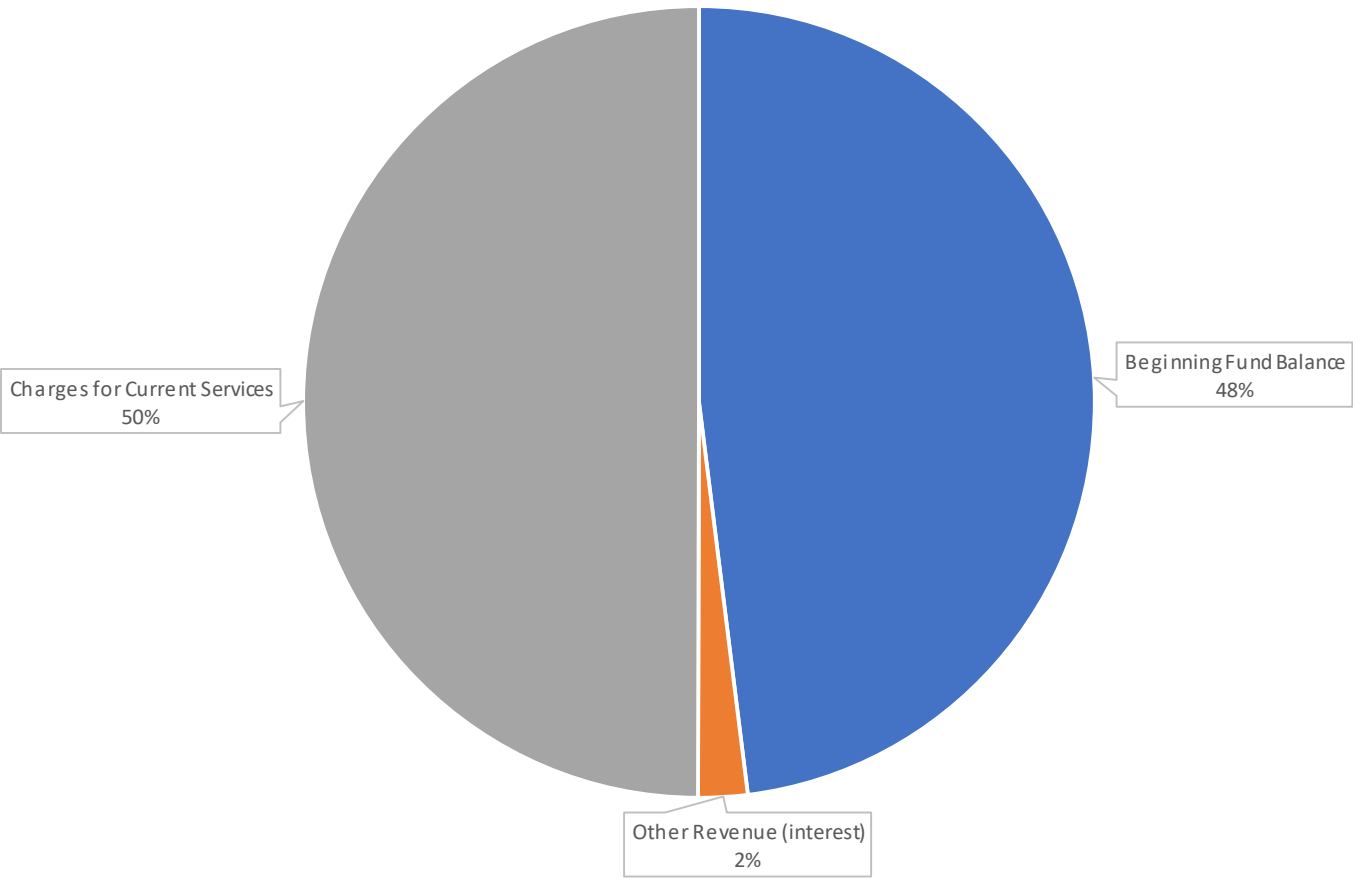


	Actual 6/30/2023	Actual 6/30/2024	Adopted 6/30/2025	Approved 6/30/2026
Beginning Fund Balance	\$1,157,536	\$1,269,487	\$913,556	\$845,212
Revenue	\$915,373	\$925,303	\$914,250	\$914,595
Expenditures	\$803,422	\$981,404	\$1,389,667	\$1,712,969
Ending Fund Balance	\$1,269,487	\$1,213,386	\$438,139	\$46,838

# SEWER FUND

## (FUND 500)

FY25-26 Resources by Category



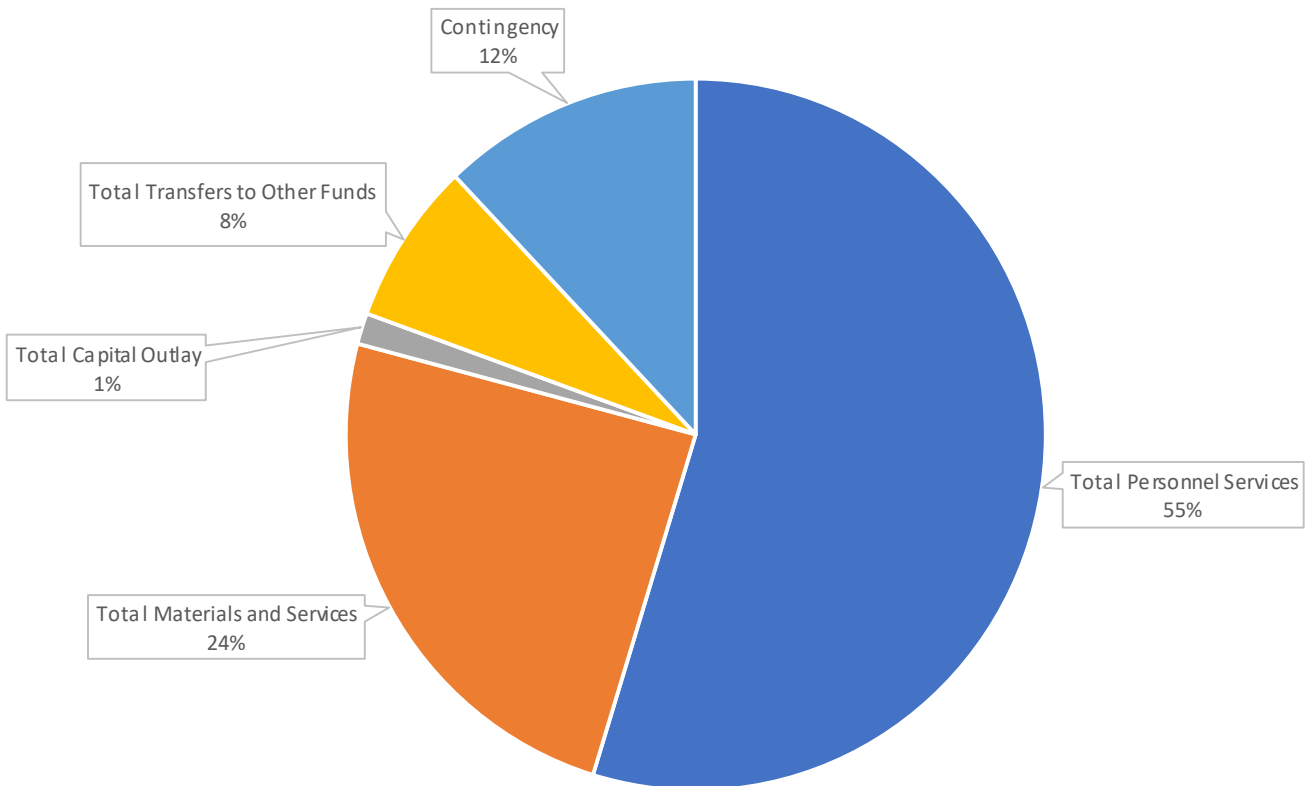
Beginning Fund Balance	\$	845,212
Other Revenue (interest)	\$	35,345
Charges for Current Services	\$	879,250
Total Resources	\$	1,759,807



## SEWER FUND

### (FUND 500)

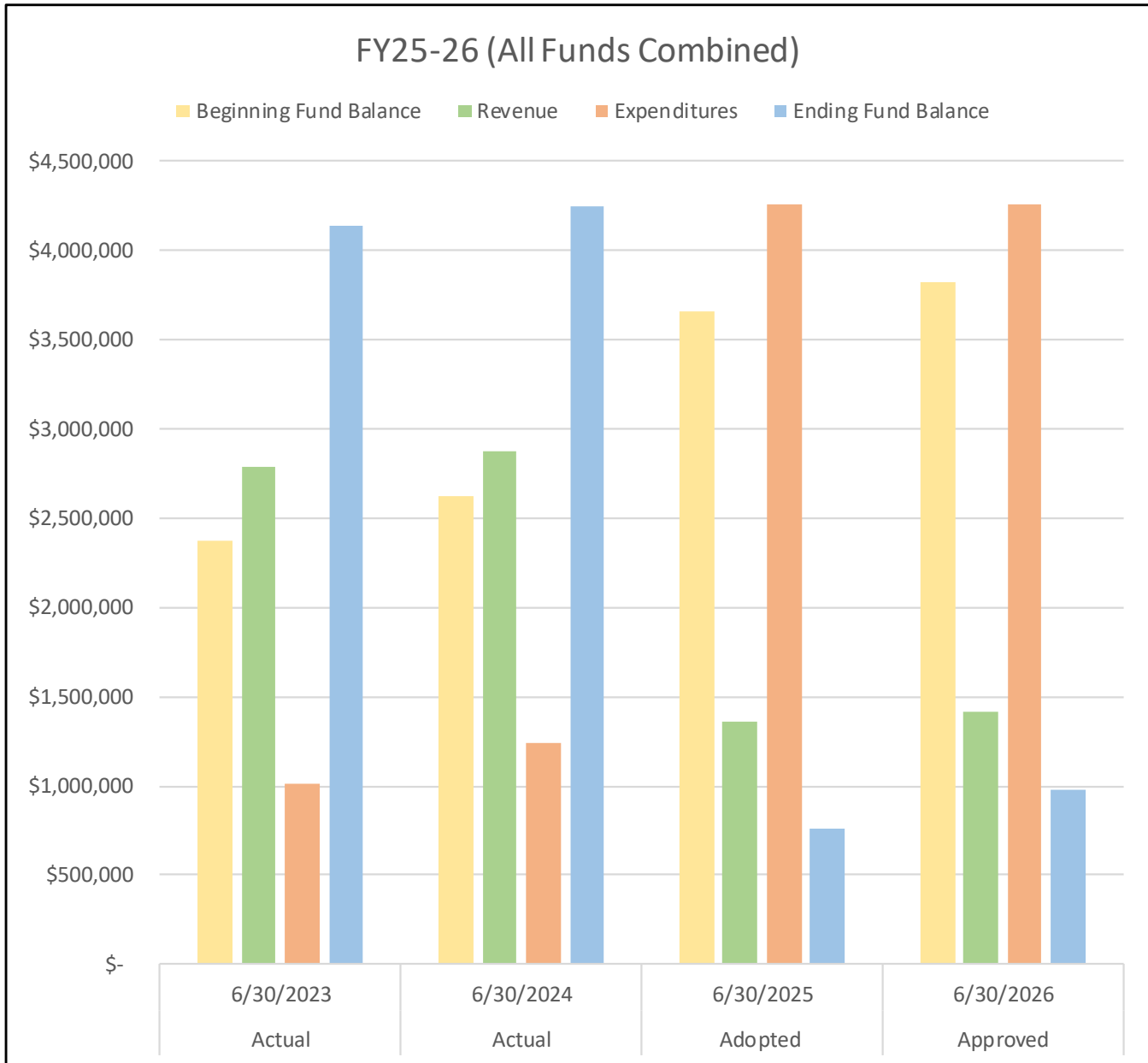
FY25-26 Total Expenditures by Category



Total Personnel Services	\$	937,845
Total Materials and Services	\$	417,412
Total Capital Outlay	\$	24,000
Total Transfers to Other Funds	\$	126,823
Contingency	\$	206,889
<b>Total Expenditures</b>	<b>\$</b>	<b>1,712,969</b>

## SEWER FUND

### (FUND 500)

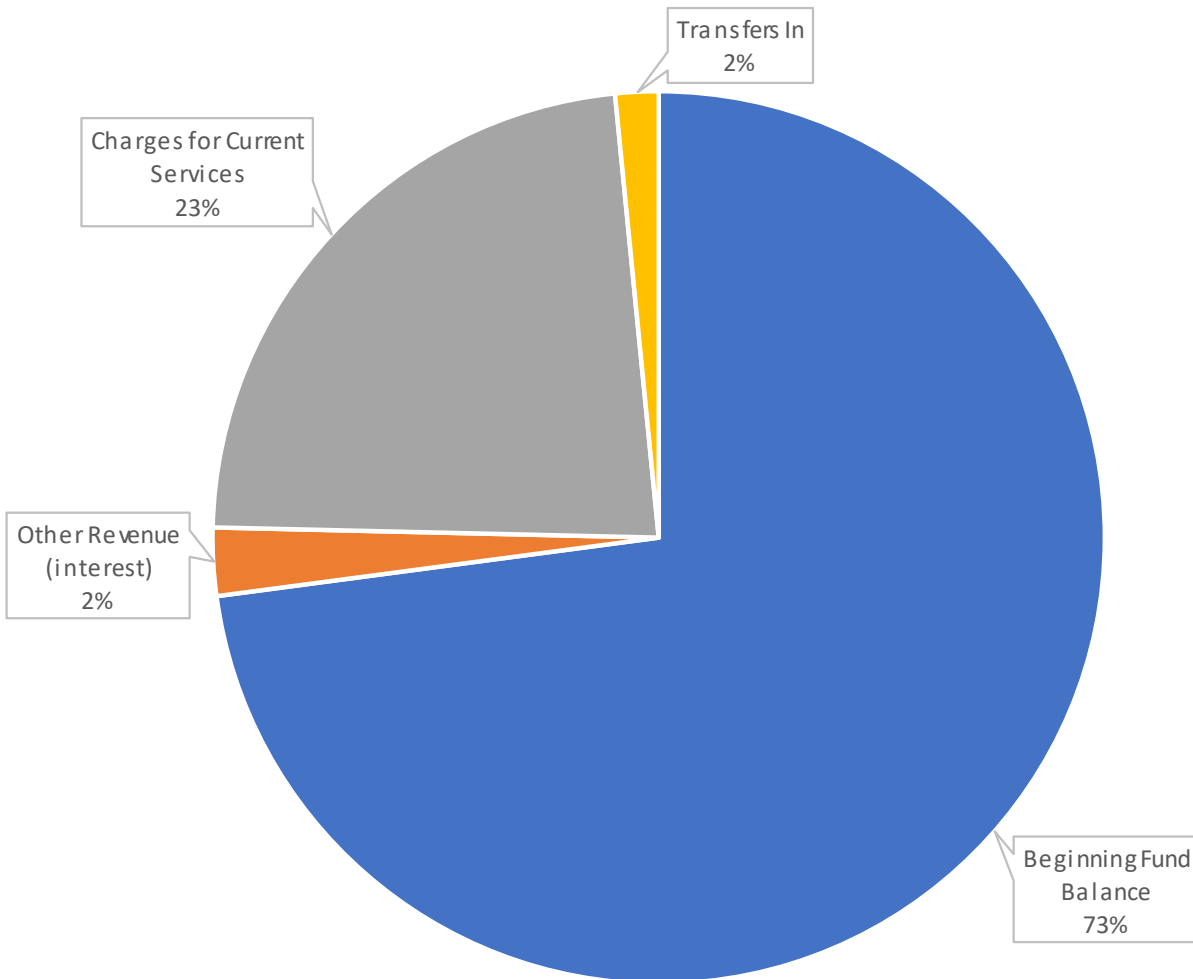


	Actual 6/30/2023	Actual 6/30/2024	Adopted 6/30/2025	Approved 6/30/2026
Beginning Fund Balance	\$2,373,682	\$ 2,623,761	\$ 3,664,465	\$ 3,818,373
Revenue	\$2,786,504	\$ 2,870,320	\$ 1,360,390	\$ 1,419,670
Expenditures	\$1,015,997	\$ 1,244,374	\$ 4,258,657	\$ 4,264,292
Ending Fund Balance	\$4,144,189	\$ 4,249,707	\$ 766,198	\$ 973,751

## SEWER FUND

### (FUND 500)

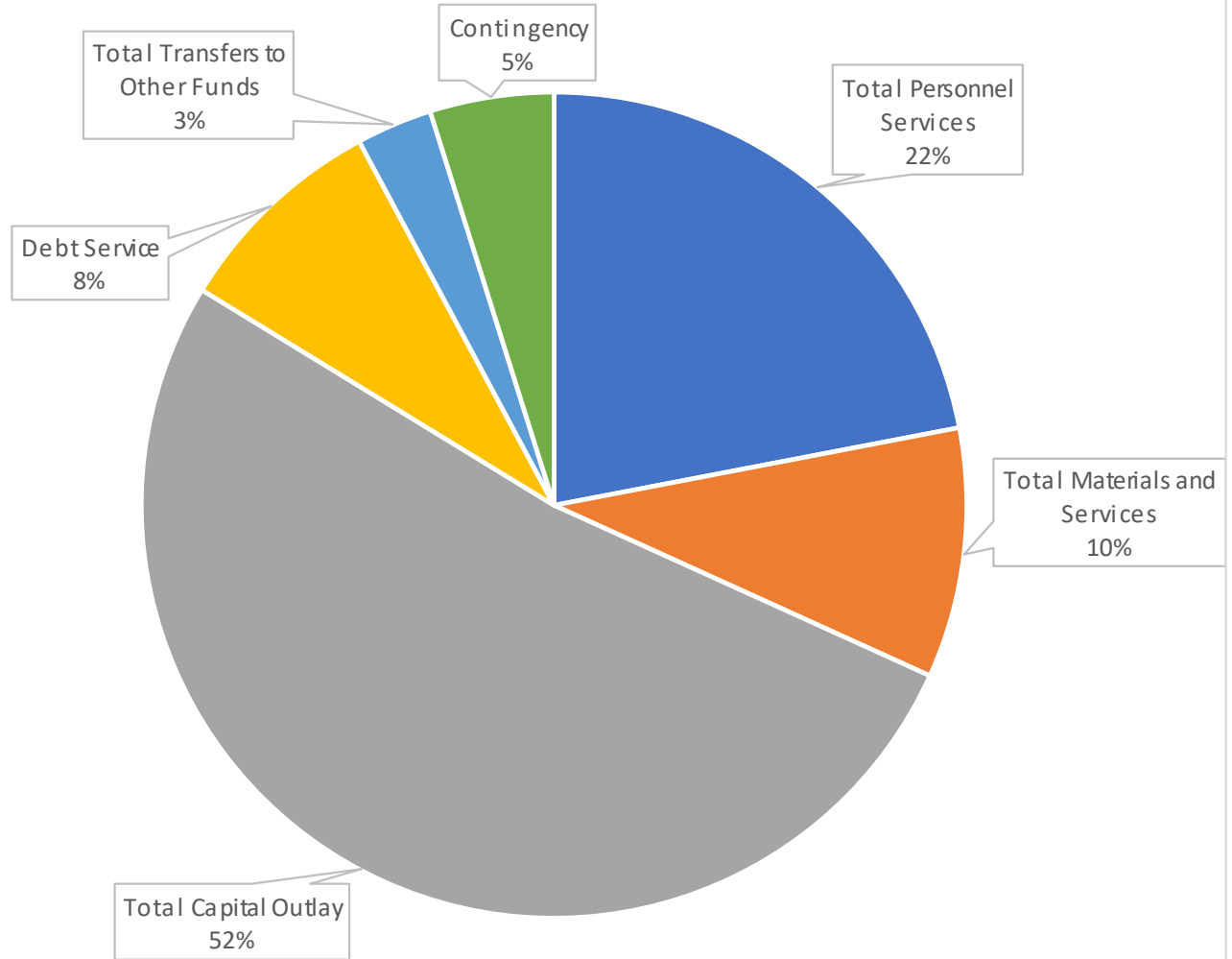
FY25-26 Resources by Category (All Funds Combined)



Beginning Fund Balance	\$	3,818,373
Other Revenue (interest)	\$	128,780
Charges for Current Services	\$	1,208,890
Transfers In	\$	82,000
<b>Total Resources</b>	<b>\$</b>	<b>5,238,043</b>

## SEWER FUND (FUND 500)

FY25-26 Total Expenditures by Category (All Funds Combined)



Total Personnel Services	\$	937,845
Total Materials and Services	\$	417,412
Total Capital Outlay	\$	2,215,323
Debt Service	\$	360,000
Total Transfers to Other Funds	\$	126,823
Contingency	\$	206,889
<b>Total Expenditures</b>	<b>\$</b>	<b>4,264,292</b>

# 25/26 FISCAL YEAR APPROVED BUDGET

	Historical Data				SEWER OPERATING	Budget For Next Year 2025-2026				
	Actual					Proposed By Budget Officer	Approved Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025	GL ACCT						FUND 500
										RESOURCES
1									1	
2	1,157,536	1,269,487	913,556		FUND BALANCE	845,212	845,212	-	2	
3					CHARGES FOR CURRENT SERVICES				3	
4	790,481	789,263	780,000	4640	Sewer Service Base Rate	780,000	780,000	-	4	
5	81,964	9,150	82,000	4660	Sewer Master Plan	82,000	82,000	-	5	
6	19,622	83,309	17,250	4650	New Sewer Connections	17,250	17,250	-	6	
7	892,067	881,722	879,250		TOTAL CHARGES FOR CURRENT SERVICES	879,250	879,250	-	7	
8									8	
9	22,349	41,027	34,000	4121	Interest on Invested Funds	34,345	34,345	-	9	
10					OTHER REVENUE				10	
11	957	2,554	1,000	4150	Miscellaneous Revenue	1,000	1,000	-	11	
12	2,072,909	2,194,790	1,827,806		TOTAL RESOURCES	1,759,807	1,759,807	-	12	
13					REQUIREMENTS				13	
14					PERSONNEL SERVICES				14	
15	13,036	13,172	14,255	5082	City Manager	16,172	16,172	-	15	
16	-	-	-	5060	Pubic Works Director	41,181	41,181	-	16	
17	24,225	32,830	42,080	5058	Public Works Superintendent	47,374	47,374	-	17	
18	93,079	127,925	147,500	5057	Office Employees	172,114	177,014	-	18	
19	42,666	65,404	64,400	5059	Plant Operator	68,419	68,419	-	19	
20	97,181	94,199	107,554	5055	Maintenance Workers	134,694	134,694	-	20	
21	-	-	-	5054	Code Enforcement	13,780	13,780	-	21	
22	810	900	1,386	5085	Council Stipends	1,470	1,470	-	22	
23	-	-	10,000	5056	Extra Wages - Temp	12,000	12,000	-	23	
24	-	-	2,100	5064	Standby	1,733	1,733	-	24	
25	2,411	4,351	5,950	5065	Overtime	7,010	7,010	-	25	
26	273,408	338,781	395,225		TOTAL WAGES	515,947	520,847	-	26	
27	139,757	179,797	291,600	5152	Payroll Expenses	372,656	372,656	-	27	
28	-	1,429	5,000	5075	Vacation Accrual/Comp Time	44,342	44,342	-	28	
29	413,165	520,007	691,825		TOTAL PERSONNEL SERVICES	932,945	937,845	-	29	
30	4.70	6.50	4.49		Total Full Time Equivalent ( FTE )	5.89	5.89	0	30	

# 25/26 FISCAL YEAR APPROVED BUDGET

	Historical Data				SEWER OPERATING	Budget For Next Year 2025-2026				
	Actual					Proposed By Budget Officer	Approved Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025	GL ACCT						FUND 500
										RESOURCES
31					MATERIALS AND SERVICES				31	
32	30,168	30,312	33,500	6110	Electricity	34,000	34,000	-	32	
33	-	-	1,000	6455	Emergency Services	1,000	1,000	-	33	
34	4,694	582	4,900	6520	Building Maintenance	6,000	6,000	-	34	
35	5,933	5,374	6,900	6530	Communication and Technology	15,500	15,500	-	35	
36	26,809	32,303	30,800	6551	Administration & Billing	31,000	31,000	-	36	
37	39,074	39,101	44,000	6570	Ins: Vehicle, Liability, Equip, Bldg	31,781	31,781	-	37	
38	7,820	8,557	15,000	6580	Fuel & Oil	12,000	12,000	-	38	
39	33,753	72,337	80,000	6750	System Maintenance and Supplies	95,000	95,000	-	39	
40	51,485	63,714	65,000	6534	Plant Chemicals and Supplies	72,000	72,000	-	40	
41	-	2,632	2,800	6850	Attorney & Legal	3,000	3,000	-	41	
42	8,710	9,438	12,000	6574	Audit	5,831	5,831	-	42	
43	6,608	1,794	15,000	6690	Vehicle Maint, Supplies & Repair	15,600	15,600	-	43	
44	18,334	10,364	26,000	6740	I & I Work	30,000	30,000	-	44	
45	-	1,269	2,000	6745	Required Testing	2,000	2,000	-	45	
46	604	348	1,200	6831	Dues - Certifications	1,200	1,200	-	46	
47	4,600	4,944	48,000	6851	Professional Services	40,000	40,000	-	47	
48	5,962	1,608	6,000	6915	Travel & Training - Staff	6,000	6,000	-	48	
49	10,468	16,869	14,000	6945	Meter Readers 40%	15,000	15,000	-	49	
50	-	-	500	6951	Ordinance Enforcement	500	500	-	50	
51	255,022	301,546	408,600		TOTAL MATERIALS AND SERVICES	417,412	417,412	-	51	
52					CAPITAL OUTLAY				52	
53	15,235	-	-	7740	Sewer Facilities Capital Outlay	7,000	7,000	-	53	
54	-	39,851	15,000	7602	PW Mobile Equipment Replacement Plan	-	-	-	54	
55	-	-	-	7661	Vehicles	17,000	17,000	-	55	
56	15,235	39,851	15,000		TOTAL CAPITAL OUTLAY	24,000	24,000	-	56	
57					TRANSFERS OUT				57	
58	45,000	45,000	45,000	8027	GF City Hall/Civic Ctr Operating	44,823	44,823	-	58	
59	75,000	75,000	82,000	8033	Sewer Master Plan	82,000	82,000	-	59	
60	120,000	120,000	127,000		TOTAL TRANSFERS OUT	126,823	126,823	-	60	
61	-	-	147,242		Contingency	206,154	206,889	-	61	
62	1,269,487	1,213,386			Ending Balance ( Prior Years )				62	
63			438,139		Total Unappropriated Ending Fund Balance	52,473	46,838	-	63	
64	2,072,909	2,194,790	1,827,806		TOTAL REQUIREMENTS	1,759,807	1,759,807	-	64	

# 25/26 FISCAL YEAR APPROVED BUDGET

This fund is authorized and established by Resolution  
14-627 on (date)04/09/2014 for the following specified purpose:  
Complete Projects in the Waste Water Master Plan  
Reviewed and Continued 2024 Res. 2024-34

## SEWER MASTER PLAN RESERVE

Fund 520

Year this reserve fund will be reviewed to be continued or abolished.  
Date can not be more than 10 years after establishment.  
Review Year: 2025

	Historical Data			DESCRIPTION  RESOURCES AND REQUIREMENTS			Budget for Next Year 2025-2026				
	Actual						Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025								
1				1	RESOURCES						1
2	402,153	486,892	524,858	2	Working Capital			386,448	386,448	-	2
3				3							3
4	12,239	30,281	18,000	4	Interest on Invested Funds			16,187	16,187	-	4
5				5	TRANSFER IN						5
6	75,000	75,000	82,000	6	Sewer Operating Utility Fund			82,000	82,000	-	6
7	75,000	75,000	82,000	7	TOTAL TRANSFER IN			82,000	82,000	-	7
8				8							8
9	489,392	592,173	624,858	9	TOTAL RESOURCES			484,635	484,635	-	9
10			-	10	Taxes estimated to be received			-	-	-	10
11	-	-		11	Taxes collected in year levied						11
12	489,392	592,173	624,858	12	TOTAL RESOURCES			484,635	484,635	-	12
13				13	REQUIREMENTS **						13
14				14	Org. Unit or Prog. & Activity	Object Classificati on	Detail				14
15	2,500	-	335,000	15	Swr Master Plan	Capital	Projects Per Master Plan	484,635	484,635	-	15
27	486,892	592,173		27	Ending balance (prior years)						27
28			289,858	28	Reserved for Future Expenditure			-	-	-	28
29	489,392	592,173	624,858	29	TOTAL REQUIREMENTS			484,635	484,635	-	29

	Historical Data				SEWER IMPROVEMENTS DEBT SERVICE  FUND 560	Budget For Next Year 2025-2026			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025						
1				GL Acct	RESOURCES				1
2	813,993	867,382	871,386		FUND BALANCE	1,006,268	1,006,268	-	2
3									3
4	8,821	18,930	13,500	4150	Interest on Invested Funds	26,005	26,005	-	4
5					Collections from Sewer Billing				5
6	254,643	256,541	254,640	4650	Sewer Outfall Debt Svc Billed	254,640	254,640	-	6
7	1,077,457	1,142,853	1,139,526		TOTAL RESOURCES	1,286,913	1,286,913	-	7
8					REQUIREMENTS				8
9					DEBT SERVICE ( 2/01/2025 )				9
10	195,000	200,000	205,000	8510	Principal ( August 1 ) DEQ	-			10
11	15,075	9,150	3,075	8511	Interest (Aug1 & Feb 1) DEQ	-			11
12	-	-	-	8514	Loan Fee ( .05% ) DEQ	-			12
13	-	-	-		Principal New SWR Improvement Debt	300,000	300,000		13
14	-	-	-		Interest New SWR Improvement Debt	50,000	50,000		14
15	-	-	-		Loan Fee New SWR Improvement Debt	10,000	10,000		15
16	210,075	209,150	208,075		TOTAL PAYMENTS	360,000	360,000	-	16
17	-	-	208,075		Loan Reserve	360,000	360,000	-	17
18	-	-	208,075		Total Reserve	360,000	360,000	-	18
19	867,382	933,703			Ending Balance ( Prior Years )				19
20			723,376		Total Unappropriated Ending Fund Balance	566,913	566,913	-	20
21	1,077,457	1,142,853	1,139,526		TOTAL REQUIREMENTS	1,286,913	1,286,913	-	21

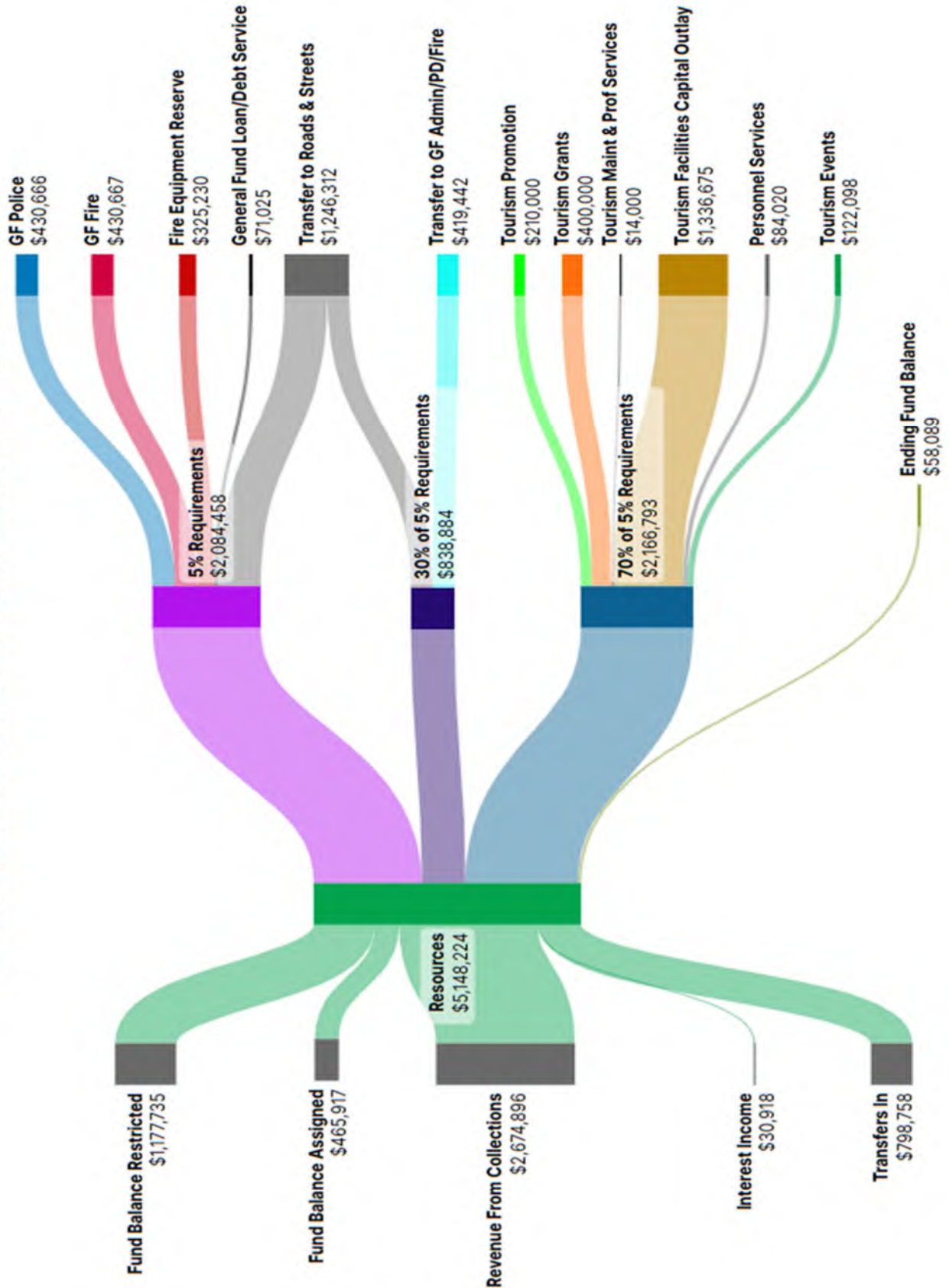
# 25/26 FISCAL YEAR APPROVED BUDGET

	Historical Data					Budget For Next Year 2025-2026			
	Actual				SEWER SYSTEM DEVELOPMENT CHARGE				
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025	GL Acct	FUND BALANCE 590	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
					RESOURCES				
1					BEGINNING FUND BALANCE				1
2	1,464,465	1,520,428			*WORKING CAPITAL ( ACCRUAL BASIS )				2
3			975,433		Bal Fwd - Reimbursement	797,477	797,477	-	3
4			379,232		Bal Fwd - Improvement	782,968	782,968	-	4
5	2,364	2,607	3,000	4120	Interest on Invested Funds	51,243	51,243	-	5
6	19,214	14,780	20,000	4935	Reimbursement Fees	20,000	20,000	-	6
7	34,385	26,450	55,000	4940	Improvement Fee	55,000	55,000	-	7
8	1,520,428	1,564,265	1,432,665		TOTAL RESOURCES	1,706,688	1,706,688	-	8
9					REQUIREMENTS				9
10					CAPITAL OUTLAY				10
11	-	53,820	996,933	7880	Contracted Materials - Reimbursement	843,098	843,098	-	11
12	-	-	435,732	7885	Contracted Materials - Improvement	863,590	863,590	-	12
13	-	53,820	1,432,665		TOTAL CAPITAL OUTLAY	1,706,688	1,706,688	-	13
14			-		Unappr Bal - Reimbursement	-	-	-	14
15			-		Unappr Bal - Improvement	-	-	-	15
16	800,213	762,477			Ending balance (prior years) Reimbursement				16
17	720,215	747,968			Ending balance (prior years) Improvement				17
18	1,520,428	1,510,445			Ending Balance Total				18
19	1,520,428	1,564,265	1,432,665		TOTAL REQUIREMENTS	1,706,688	1,706,688	-	19



# TRANSIENT ROOM TAX (TRT) FUND(FUND 800)

## Transient Room Tax Cash Flow



# 25/26 FISCAL YEAR APPROVED BUDGET

	Historical Data				TRANSIENT ROOM TAX	Budget for Next Year 2025-2026			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025						
1					RESOURCES				1
2				GL ACCT	FUND BALANCE				2
3	1,472,756	1,204,982	669,039		Fund Balance Restricted	1,177,735	1,177,735	-	3
4	119,056	415,819	345,535		Fund Balance Assigned	465,917	465,917	-	4
5	1,591,812	1,620,801	1,014,574		Fund Balance Beginning Total	1,643,652	1,643,652	-	5
6					REVENUE FROM COLLECTIONS 10%				6
7	1,057,974	1,270,411	1,200,000	4710	Room Tax Collections 5%	1,337,448	1,337,448	-	7
8	423,192	508,164	480,000	4711	Room Tax Collections - Promo & Facilities 2%	-	-	-	8
9	296,232	355,715	336,000	4712	Room Tax Collections - 70 % of 2% CTY	-	-	-	9
10	126,957	152,449	144,000	4712	Room Tax Collections - 30% of 2% CTY	-	-	-	10
11	148,116	177,857	168,000	4713	Room Tax Collections - 70% of 1% CTY	-	-	-	11
12	63,478	76,225	72,000	4713	Room Tax Collections - 30% of 1% CTY	-	-	-	12
13				4714	Room Tax Collections - 70% of TRT TAX	936,214	936,214		13
14				4715	Room Tax Collections - 30% of TRT TAX	401,234	401,234		14
15	2,115,949	2,540,821	2,400,000		TOTAL REVENUE FROM COLLECTIONS	2,674,896	2,674,896	-	15
16					USE OF MONEY AND PROPERTY				16
17	8,950	19,152	13,750	4120	Interest on Invested Funds	30,918	30,918	-	17
18					TRANSFERS IN:				18
19	-	-	-		Project & Equipment Reserve Fund	798,758	798,758	-	19
20	-	-	-		TOTAL TRANSFERS IN	798,758	798,758	-	20
21	3,716,711	4,180,774	3,428,324		TOTAL RESOURCES	5,148,224	5,148,224	-	21
22									22
23					REQUIREMENTS				23
24					REQUIREMENTS 5% PER ORD 2025-01				24
25					TRANSFER OUT				25
26	195,000	294,702	300,000	8024	GF - Police	430,666	430,666	-	26
27	195,000	371,607	300,000	8046	GF - Fire	430,667	430,667	-	27
28	195,000	371,607	121,000	8026	Fire Equip Reserve	325,230	325,230	-	28
29	343,888	294,704	295,000	8041	Roads & Streets Fund	826,870	826,870	-	29
30	195,000	371,607	120,000	8036	Project & Equip Reserve Fund	-	-	-	30
31	64,000	64,000	64,000	8025	General Fund Loan Service	71,025	71,025	-	31
32	1,187,888	1,768,227	1,200,000		TOTAL TRANSFER OUT	2,084,458	2,084,458	-	32
33	1,187,888	1,768,227	1,200,000		TOTAL REQUIREMENTS 5% PER ORD 2025-01	2,084,458	2,084,458	-	33
34					REQUIREMENTS 70% of 5% TOURISM PER ORD 2025-01				34
35					PERSONNEL SERVICES				35
36	-	-	-	5054	Wages	45,526	54,926	-	36
37	-	-	-	5152	Payroll Expense	29,094	29,094	-	37
38	-	-	-		TOTAL PERSONNEL SERVICES	74,620	84,020	-	38
39	0	0	0		Total Full Time Equivalent ( FTE )	0.70	0.70	-	39
40					MATERIALS AND SERVICES				40
41	-	-	-	6539	Tourism - Events	122,098	122,098	-	41
42	-	-	-	6541	Tourism - Promotion	210,000	210,000	-	42
43	-	-	-	6543	Tourism - Grants	400,000	400,000	-	43
44	-	-	-	6544	Tourism - Maintenance & Professional Services	14,000	14,000	-	44
45	-	-	-		TOTAL MATERIALS AND SERVICES	746,098	746,098	-	45
46					Capital Outlay				46
47	-	-	-	7532	Tourism Facilities from 70%	1,336,675	1,336,675		47
48	-	-	-		TOTAL CAPITAL OUTLAY	1,336,675	1,336,675	-	48
49	-	-	-		TOTAL REQUIREMENTS 70% of 5% TOURISM ( ORD 2025-01)	2,157,393	2,166,793	-	49

# 25/26 FISCAL YEAR APPROVED BUDGET

	Historical Data				TRANSIENT ROOM TAX	Budget for Next Year 2025-2026			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024	Adopted Budget Year 2024-2025						
					FUND 800				
50					REQUIREMENTS 30% of 5% TOURISM ORD 2025-01				50
51					TRANSFER OUT				51
52	-	-	-	8044	General Fund - Admin/Fire/Police	419,442	419,442	-	52
53	-	-	-	8041	Roads & Streets Fund	419,442	419,442	-	53
54	-	-	-		TOTAL TRANSFER OUT	838,884	838,884	-	54
55	-	-	-		TOTAL REQUIREMENTS 30% of 5% TOURISM ORD 2025-01	838,884	838,884	-	55
56					2% PROMO & FACILITIES PORTION				56
57					MATERIALS AND SERVICES				57
58	81,175	191,489	210,000	6533	Advertising Media	-	-	-	58
59	52,549	2,357	60,000	6535	Advertising/Tourism	-	-	-	59
60	14,516	3,647	75,000	6534	Advertising - Website and Apps	-	-	-	60
61	1,000	1,218	95,000	6634	Advertising - Other	-	-	-	61
62	1,218	106,448	2,000	6536	Rockaway Lions - 4th of July Event	-	-	-	62
63	43,000	28,421	75,000	6537	Fireworks & 4th of July	-	-	-	63
64	2,131	1,135	333,535	6538	Tourism Promo & Facilities	-	-	-	64
65	195,589	334,715	850,535		REQUIREMENTS 2% PROMO & FACILITIES PORTION	-	-	-	65
66					2% CTY PORTION				66
67					TRANFERS OUT				67
68					TRANSFER OUT - 70% OF 2% CTY				68
69	332,609	495,104	336,000	8036	Project & Equip Reserve Fund - PW	-	-	-	69
70					TRANSFER OUT - 30% OF 2% CTY				70
71	5,000	5,000	5,000	8044	GF - City Beautification	-	-	-	71
72	23,511	55,000	20,000	8036	Project & Equip Reserve Fund	-	-	-	72
73	-	-	-		General Fund	-	-	-	73
74	28,509	39,187	20,000	8025	GF - Capital Projects PW	-	-	-	74
75	28,509	29,000	20,000	8046	GF - Fire	-	-	-	75
76	28,509	29,000	20,000	8024	GF- Police	-	-	-	76
77	28,209	55,000	59,000	8041	Roads & Streets Fund	-	-	-	77
78	474,856	707,291	480,000		TOTAL TRANSFER OUT	-	-	-	78
79	474,856	707,291	480,000		REQUIREMENTS 2% CTY PORTION	-	-	-	79
80					1% CTY PORTION				80
81					TRANFERS OUT				81
82					TRANSFER OUT 70% OF 1% CTY				82
83	166,304	247,552	168,000	8036	Project & Equip Reserve Fund - PW	-	-	-	83
84					TRANSFER OUT 30% OF 1% CTY				84
85	14,257	21,219	14,400	8036	Project & Equip Reserve Fund	-	-	-	85
86	-	-	-	8023	General Fund	-	-	-	86
87	14,254	21,219	14,400	8025	GF - Capital Projects PW	-	-	-	87
88	14,254	21,219	14,400	8024	GF - Police	-	-	-	88
89	14,254	21,219	14,400	8046	GF - Fire	-	-	-	89
90	14,254	21,219	14,400	8041	Roads & Streets Fund	-	-	-	90
91	237,577	353,647	240,000		TOTAL TRANSFER OUT	-	-	-	91
92	237,577	353,647	240,000		REQUIREMENTS 1% CTY PORTION	-	-	-	92
93									93
94	1,204,982	870,552			Ending Balance Restricted ( Prior Years )				94
95	415,819	146,342			Ending Balance Assigned (Prior Years)				95
96	1,620,801	1,016,894			Ending Fund Balance Total (Prior Years)				96
97			657,789		Reserved for Future Expenditure	67,489	58,089		97
98	3,716,711	4,180,774	3,428,324		TOTAL REQUIREMENTS	5,148,224	5,148,224		98

## RESOLUTION NO. 2025-23

### A RESOLUTION APPROVING AWARDS FOR THE 2024-2025 LARGE COMMUNITY GRANT PROGRAM

**WHEREAS**, the City Council appropriated \$75,000 for the Community Grant Program in the 2024-2025 fiscal year adopted budget; and

**WHEREAS**, the Council has awarded Small Community Grants in the amount of \$17,793.58, leaving \$57,206.42 available to award to Large Community Grants; and

**WHEREAS**, provides funding to non-profit, not-for-profit organizations that serve the Rockaway Beach community in the amount of \$5,000 to \$20,000; and

**WHEREAS**, the Planning Commission has reviewed applications based on established grant evaluation criteria and has made funding recommendations to the City Council; and

**WHEREAS**, the City Council has reviewed the grant applications and Planning Commission recommendations, and has determined to award the following grants to applicants as specified below.

#### **NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS FOLLOWS:**

**Section 1.** The City of Rockaway Beach City Council hereby awards 2024-2025 Large Community Grants to the following recipients in the amounts specified below:

<b>Recipient &amp; Event/Project:</b>	<b>Grant Amount:</b>
<b>Meals for Seniors</b> Food for Seniors	\$ 20,000
<b>Fulcrum Community Resources &amp; Rockaway Beach Business Association</b> Summer Movies in the Park	\$ 19,000
<b>Neah-Kah-Nie Coast Arts Music &amp; Cultural Foundation</b> Music Technology Club Launch	\$ 18,206.42

**Section 2.** This Resolution shall be effective immediately upon adoption.

**APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14<sup>th</sup> DAY OF MAY 2025.**

APPROVED

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Charles McNeilly, Mayor

ATTEST

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Melissa Thompson, City Recorder

**RESOLUTION NO. 2025-24**

**A RESOLUTION APPROVING THE FIRST AMENDMENT TO THE COMMERCIAL LEASE AGREEMENT WITH TILLAMOOK COUNTY FOR THEIR HEALTH CLINIC**

**WHEREAS**, the City (Landlord) and Tillamook County (Tenant) are parties to a certain commercial lease dated July 1, 2020 governing 905 square feet at Rockaway Beach City Hall located at 276 South Highway 101, Rockaway Beach, Oregon ("Original Lease"); and

**WHEREAS**, for mutual consideration, the sufficiency of which is acknowledged by both parties, both Landlord and Tenant wish to amend the Original Lease as set forth in this First Lease Amendment, attached as Exhibit A.

**NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS FOLLOWS:**

**Section 1.** The City of Rockaway Beach City Council hereby approves the First Lease Amendment Commercial Lease Agreement, attached as Exhibit A.

**Section 2.** This resolution will take effect immediately upon adoption.

**APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14TH DAY OF MAY 2025.**

APPROVED

\_\_\_\_\_  
Charles McNeilly, Mayor

ATTEST

\_\_\_\_\_  
Melissa Thompson, City Recorder

**First Lease Amendment  
Commercial Lease Agreement**

Dated: July 1, 2025.

Between: City of Rockaway Beach (“Landlord”),

and: Tillamook County (“Tenant”).

Landlord and Tenant are parties to that certain commercial lease dated July 1, 2020 governing 905 square feet at Rockaway Beach City Hall located at 276 South Highway 101, Rockaway Beach, Oregon (“Original Lease”).

For mutual consideration the sufficiency of which is acknowledged by both parties, both Landlord and Tenant wish to amend the Original Lease as set forth in this First Lease Amendment.

**Amendment**

Effective July 1, 2025, the Original Lease is amended as follows:

1. To remove the “meeting room” from the Original Lease, the “Premises,” is amended, in total, to be:  
  
905 square feet at Rockaway Beach City Hall located at 276 South Highway 101, Rockaway Beach, Oregon.
2. To extend the Original Lease by five additional years, Section 1.1 is amended, in total, to read:  
  
1.1 Original Term: The term of this Lease shall commence on July 1, 2020, and shall continue through midnight on June 30, 2030, unless earlier terminated as set forth herein.
3. To adjust the monthly rental rate for the additional five years, Section 2.1 is amended, in total, to read:  
  
2.1 Tenant shall pay monthly rent of Nine Hundred Forty-Six Dollars and 00/100 Cents (\$946.00) per month. Rent shall be payable on the tenth day of each month, in advance, at the place designated by Landlord. Effective July 1, 2025, monthly rent shall increase to One Thousand One Hundred Seventy-Five Dollars and 00/100 Cents (\$1,175.00) per month.
4. To simplify the utility billing and charges, Section 6.3 is amended, in total, to read:

6.3. Utility Charges. Tenant shall pay to Landlord, for water, sewer, and electricity services provided by Landlord to Tenant, Two Hundred Five Dollars and 00/100 Cents (\$205.00) monthly.

5. To simplify the utility billing and charges, Section 6.4 is deleted, in total.
6. To correct the Landlord's mailing address, Section 17.3 is amended to update the address for Landlord to read:  
  
City of Rockaway Beach  
PO Box 5  
Rockaway Beach, OR 97136
7. All other provisions of the Original Lease are unchanged by this First Lease Amendment and remain in full effect.
8. This First Lease Amendment may be executed in several counterparts (electronically or otherwise) all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this First Lease Amendment so executed shall constitute an original.

**Landlord**

City of Rockaway Beach

By: \_\_\_\_\_

Date: \_\_\_\_\_

**Tenant**

Tillamook County

By: \_\_\_\_\_

Date: \_\_\_\_\_



**RESOLUTION NO. 2025-25**

**A RESOLUTION APPOINTING MEMBER TO THE PLANNING COMMISSION  
TO FILL VACANT POSITION 3**

**WHEREAS**, the Rockaway Beach Charter Chapter III, Section 7 authorizes the Mayor, with the approval of a majority of the Council, to make appointments to committees; and

**WHEREAS**, the City of Rockaway Beach Planning Commission has a vacancy in Position 3; and

**WHEREAS**, the Mayor and City Council have reviewed the applications received from residents meeting the qualifications provided in City Code Chapter 31.01(C) to serve on the Planning Commission.

**NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS  
FOLLOWS:**

**Section 1.** The City of Rockaway Beach City Council hereby approves the appointment of \_\_\_\_\_ to Planning Commission Position 3, for a term ending 06/30/2025.

**Section 2.** This Resolution shall be effective immediately upon adoption.

**APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14<sup>th</sup> DAY OF  
MAY 2025.**

APPROVED

\_\_\_\_\_  
Charles McNeilly, Mayor

ATTEST

\_\_\_\_\_  
Melissa Thompson, City Recorder

## **RESOLUTION NO. 2025-26**

### **A RESOLUTION ADOPTING UPDATED CITY COUNCIL MEETING RULES AND PROCEDURES**

**WHEREAS**, the Charter of the City of Rockaway Beach, Chapter III, Section 9, states "The Council must by resolution adopt rules to govern its meetings."; and

**WHEREAS**, the Council Meeting Rules and Procedures were adopted by Resolution 23-995 in July 2023; and

**WHEREAS**, the Council shall review these rules at least once every 2 years, and amendments shall be adopted by a majority vote of the full Council excluding the Mayor; and

**WHEREAS**, through Workshop meetings in February, March and April 2025, the City Council worked with staff to review and propose updates to the Council Meeting Rules and Procedures; and

**WHEREAS**, the Council wishes to adopt the updated meeting rules and procedures attached as Exhibit A.

### **NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS FOLLOWS:**

**Section 1.** The City of Rockaway Beach City Council hereby adopts the Council Meeting Rules and Procedures, attached as Exhibit A.

**Section 2.** Resolution No. 23-995 adopting the Council Meeting Rules and Procedures dated August 11, 2023, is rescinded effective upon adoption of this resolution.

**Section 3.** This resolution will take effect immediately upon adoption.

**APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14TH DAY OF MAY 2025.**

APPROVED

---

Charles McNeilly, Mayor

ATTEST

---

Melissa Thompson, City Recorder



CITY OF ROCKAWAY BEACH  
**COUNCIL MEETING RULES AND PROCEDURES**

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<b>POLICY NUMBER:</b> 100.1	<b>EFFECTIVE DATE:</b> August 11, 2023 <b>REVIEWED:</b> <b>REVISED:</b> May 14, 2025
<b>CATEGORY:</b> Administration	<b>RELATED DOCUMENTS:</b> City Charter Code Chapter 33: City Council Resolution 23-995 – adopting previous policy Resolution 2025-26 – adopting this policy

**Section 1. AUTHORITY.**

- 1.1 The authority for adopting this policy is Chapter III, Section 9, Charter of the City of Rockaway Beach which states, "The Council must by resolution adopt rules to govern its meetings."
- 1.2 These Council rules are to be supplementary and subordinate to the City Charter, the laws of the State of Oregon and the United States of America.
- 1.3 The Council shall review these rules at least once every two years. Amendments shall be adopted by a majority vote of the full Council excluding the Mayor.

**Section 2. MEETINGS AND WORKSHOPS.**

- 2.1 **Definition.** ORS 192.610 (5) states that a meeting means the convening of the governing body of a public body for which a quorum is required in order to make a decision or to deliberate toward a decision on any matter. Council meetings and workshops are subject to Oregon Public Meetings Law (ORS 192.610-192.690).
- 2.2 **Regular Meetings.** The Council shall meet regularly, at least once each month, on the second Wednesday at 6:00 p.m. within the City of Rockaway Beach. The meeting calendar shall be set by the Council each December for the following year.
  - 2.2.A. **Mayor's Vote.** The Mayor has no vote unless the voting members of the Council are split evenly, or as otherwise provided in the City Charter.
  - 2.2.B. **Mayor's Functions:**
    1. Act as Chairperson of Council meetings and preside over deliberations of the Council.
    2. Preserve order.
    3. Enforce Council rules.

## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

4. Determine the order of business before the Council.
- 2.2.C. **Council President.** Except in voting on questions before the Council, the President shall function as Mayor when the Mayor is:
1. Absent from a Council meeting.
  2. Unable to function as Mayor.
- 2.3 **Special Meetings.** The Mayor, or in the Mayor's absence the president of the Council, or the City Manager may call a meeting at any time, or shall on written petition of three Councilors, call a meeting at any time for the transaction of the business mentioned in the petition.
- 2.3.A. Special meetings shall be noticed in accordance with Oregon public meetings law, and, at a minimum, shall be noticed at least 24 hours prior to the meeting taking place.
- 2.3.B. Written notice of a special meeting shall be given each member of the Council.
- 2.3.C. Written notice shall be posted at City Hall, the Post Office, the City's website, City's Facebook page, and sent out through the City's email listserv. Members of the media who have asked to be notified of meetings shall be notified in the usual manner.
- 2.3.D. The Council President shall attempt to contact the Mayor, by the most expeditious means possible, if the President schedules a special meeting or executive session of the Council in the Mayor's absence. The intent would be to provide the Mayor with the opportunity to attend the meeting, if possible.
- 2.4 **Emergency Meetings.** In the case of an actual emergency, the Mayor, or in the Mayor's absence, the President of the Council, or in the Mayor's and President's absence, a quorum of the City Council, or the City Manager may call an emergency meeting on less than 24 hours' notice. The minutes of the meeting shall describe the emergency justifying less than 24 hours' notice [ORS 192.640(3)]. An attempt must be made to contact the media and other interested parties to inform them of the meeting. Such contacts may be by telephone, email, facsimile, or other electronic means.
- 2.5 **Public Hearings Generally.**
- 2.5.A. A public hearing may be held on any matter upon majority vote of the council. Public hearings may be held to consider legislative, quasi-judicial or administrative matters.

## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

- 2.5.B. Persons wishing to speak shall sign the “public comment sign-up sheet” with the person’s name and address prior to the commencement of the public hearing at which the person wishes to speak.
- 2.5.C. The presiding officer shall announce at the commencement of any public hearing the subject of the hearing as it is set forth on the agenda. The presiding officer shall then declare the hearing open.
- 2.5.D. Each person shall, prior to giving testimony, state their name and shall indicate in which city is their principal residence. Speakers may indicate if they own property or a business within the city. All remarks shall be addressed to the council as a body and not to any member thereof.
- 2.5.E. Speakers at hearings on legislative or administrative matters, other than legislative land use matters, will be limited to four minutes.

### 2.6 **General Conduct of Hearings.**

- 2.6.A. Any party may speak in person, through an attorney, or elect to have a representative from an officially recognized neighborhood association present the party’s case.
- 2.6.B. A copy of any written testimony or physical evidence which a party desires to have introduced into the record at the time of hearing shall be submitted to the City Recorder at the time the party makes his or her presentation. If the testimony or evidence is not submitted to the City Recorder, it shall not be included in the record for the proceeding.
- 2.6.C. No person may speak more than once without obtaining permission from the Presiding Officer.
- 2.6.D. Upon being recognized by the Presiding Officer, any member of the Council, the City Manager, City Planner or the City Attorney may question any person who testifies.
- 2.6.E. Testimony shall be directed towards the applicable standards and criteria which apply to the proposal before the council.
- 2.6.F. The Presiding Officer may exclude or limit cumulative, repetitious, or immaterial testimony. To expedite hearings, the presiding officer may call for those in favor and those in opposition to rise, and the City Recorder shall note the numbers of such persons for the record in the minutes.

### 2.7 **Quasi-Judicial Land Use Matters.**

## CITY OF ROCKAWAY BEACH

# COUNCIL MEETING RULES AND PROCEDURES

- 2.7.A. Scope of Review. All appeals and council-initiated review in quasi-judicial land use proceedings shall be new (de novo) or shall be held on the record.
- 2.7.B. Conflicts of Interest and Ex-Parte Contacts
1. A member of the council shall not participate in a discussion or vote in a quasi-judicial land use proceeding if:
    - a. The member has an actual conflict of interest as defined by the Oregon Revised Statutes or the City Charter.
    - b. The member was not present during the public hearing; provided, however, the member may participate if they have reviewed the evidence, including recordings of the hearing, and declared such fact for the record.
  2. Members of the Council shall reveal any ex parte contacts with regard to the proceeding at the commencement of any quasi-judicial land use proceeding.
- 2.7.C. Burden of Proof. The proponent has the burden of proof on all elements of the proposal, and the proposal must be supported by proof that it conforms to all applicable standards and criteria.
- a. The decision of the Council shall be based on the applicable standards and criteria as set forth in the City's municipal code, the City's comprehensive plan, and, if applicable, any other land use standards imposed by state law or administrative rule
  - b. The proponent, any opponents, and/or city staff may submit to the council a set of written findings or statements of factual information which are intended to demonstrate the proposal complies or fails to comply with any or all applicable standards and criteria.
- 2.7.D. Hearing Procedures. Quasi-judicial land use hearings procedures shall be conducted in accordance with ORS 197.797 unless otherwise provided in the land use ordinances. The order of hearings in quasi-judicial land use matters shall include:
- a. Land Use Hearing Disclosure Statement. The presiding officer shall read the land use hearing disclose statement, which shall include:
    - 1) A list of the applicable criteria;
    - 2) A statement that testimony, arguments and evidence must be directed toward the applicable criteria or other criteria in the

## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

plan or land use regulation which the person believes to apply to the decision;

3) A statement that failure to raise an issue accompanied by statements or evidence sufficient to afford the council and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue; and

4) If applicable, a statement that a failure to raise constitutional issues relating to proposed conditions of approval precludes an action for damages in circuit court.

b. Call for ex parte contacts. The presiding officer shall inquire whether any member of the council has had ex parte contacts. Any member of the Council announcing an ex parte contact shall state for the record the nature and content of the contact.

c. Call for abstentions. The presiding officer shall inquire whether any member of the Council must abstain from participating in the hearing due to a conflict of interest. Any member of the Council announcing a conflict of interest shall state the nature of the conflict, and shall not participate in the proceeding, unless the person's vote is necessary to meet a requirement of a minimum number of votes necessary to take official action; provided, however, that the member shall not participate in any discussion or debate on the issue of which the conflict arises.

d. Staff summary. Planning staff shall present a summary and recommendation concerning the proposal.

e. Presentation of the Case

1) Applicant/Proponent's case. (Encouraged to limit to twenty minutes total.)

2) Appellant, if other than applicant. (Encouraged to limit to twenty minutes total.)

2) Persons in favor. Four minutes per person.

3) Persons opposed. Four minutes per person.

4) Other interested persons. Four minutes per person.

5) Staff response/clarification.



## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

5) Rebuttal. Ten minutes total. Rebuttal may be presented by the applicant/proponent. The scope of rebuttal is limited to matters which were introduced during the hearing.

f. Close of hearing. No further information shall be received after the close of the hearing, except for specific questions directed to staff. If the response to any such questions requires the introduction of additional factual evidence, all parties shall be afforded an opportunity for simultaneous written rebuttal.

g. Deliberations. Deliberations shall immediately follow the hearing. The Council may delay deliberations to a subsequent date and time certain.

h. Findings and Order. The Council may approve or reject the proposal.

1) The Council may direct staff to prepare findings to support its decision.

2) The Council may incorporate findings proposed by the proponent, the opponent, or staff in its decision.

i. Continuances. A party can obtain either a continuance or an open record period. However, nothing in this section shall restrict the Council, in its discretion, from granting additional continuances. There is a 120-day time limitation, imposed by the Oregon Revised Statutes, and this 120-day period is not extended unless the applicant requested the continuance or if the applicant otherwise agrees to the extension of the time limitation.

### 2.8 **Legislative Land Use Matters.**

2.8.A Hearings Procedures. The order of procedures for hearings on legislative land use matters shall be:

1. Call for abstentions. Inquire whether any member of the Council wishes to abstain from participation in the hearing. Any member announcing an abstention shall identify the reason therefore and shall not participate in the proceedings.

2. Staff summary. Staff shall present a statement of the applicable criteria, and a summary and recommendation concerning the proposal.

3. Presentation of the Case.

a. Proponent's case. Twenty minutes total.

## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

b. Persons in favor. Four minutes per person.

c. Persons opposed. Four minutes per person.

d. Other interested persons. Four minutes per person.

4. Close of hearing. No further information shall be received after the close of the hearing, except for responses to specific questions directed to staff.

5. Deliberations. Deliberations shall immediately follow the hearing. The Council may delay deliberations to a subsequent time certain.

6. Reopening hearing. Prior to second reading of an ordinance relating to a legislative land use matter, and upon majority vote of the Council, a hearing may be reopened to receive additional testimony, evidence or argument. The same notice requirements shall be met for the reopened hearing as were required for the original hearing.

2.9 **Executive Sessions.** Executive sessions may be held during regular or special meetings, or as stand alone meetings, so long as appropriate statutory limitations are met. Written notice shall be posted at City Hall, the Post Office, the City's website, City's Facebook page, and sent out through the City's email listserv. Members of the media who have asked to be notified of meetings shall be notified in the usual manner.

2.9.A. Only members of the Council, the City Manager and persons specifically invited by the City Manager or the Council shall be allowed to attend executive sessions.

2.9.B. Representatives of recognized news media may attend executive sessions, other than those sessions during which the Council conducts deliberations with persons designated to carry on labor negotiations, or where the matter involves litigation and the news media is a party to the litigation.

2.10 **Continuation of a Meeting.** Upon majority vote of the Council any meeting may be continued to a later date or time, provided that no continuation or adjournment shall be for a period longer than the next regular scheduled meeting.

2.11 **Workshops.** Workshops are permitted to present information to the Council so that the Council is prepared for regular or special meetings. Workshops shall be held at least once a month, on the second Wednesday at 4:30 p.m., within the City of Rockaway Beach. Additional Special Workshops may be scheduled by the City Manager. Workshops allow the Council to gather information and informally discuss specific issues

## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

or questions. The public may attend workshops, but may not participate unless expressly asked.

2.11.A All workshops are subject to Oregon's public meetings law and must be noticed accordingly.

2.11.B. Workshops are intended to allow for preliminary discussions, and the Council is not permitted to take formal or final action on any matter at a workshop.

2.11.C. The City Manager is to invite any relevant staff to workshops so that the sessions are as productive as possible.

2.12 **Attendance by City Manager.** The City Manager shall attend all Council meetings unless excused by the Council or the Mayor. Staff shall attend when requested by the City Manager.

### Section 3. **MECHANICS OF MEETINGS.**

3.1 **Quorum.** Pursuant to the City Charter, Section 11, three of the five voting council members shall constitute a quorum to conduct business. The Mayor, or in his/her absence the president of the Council, shall call the meeting to order at the hour designated for the meeting. If a quorum is not present, the City Manager shall immediately inform the absent members, except those known to be unavoidably detained, that their presence is required. If the absent member or members do not appear after the notice, the members present shall adjourn until a specific time or until the next regular meeting.

3.2 **Rules of Order.** Unless otherwise provided by law or by these rules, the procedure for Council meetings shall be governed by *Robert's Rules of Order, Newly Revised*. The Council has an obligation to the citizens to be clear and simple in its procedures and in the consideration of questions coming before it. Therefore, the rules of procedure should be liberally construed to that purpose. Councilors should avoid invoking the finer points of parliamentary rules that serve only to obscure the issues and arouse the suspicion of the audience at public meetings and the citizens in general. The Presiding Officer shall determine all points of order, subject to the right of any member to appeal to the Council.

3.3 **Agenda.** An agenda for each regular Council meeting shall be prepared by the City Manager. Council members may request that specific items be included on the agenda. The City Manager should be given enough time to do necessary research or prepare necessary reports to address the agenda items. Agendas for regular Council meetings

## CITY OF ROCKAWAY BEACH

# COUNCIL MEETING RULES AND PROCEDURES

shall be posted at City Hall, the Post Office, and the City website at least 5 days prior to the meeting time. The Council shall consider at the meeting only matters that appear on the agenda for that meeting, except in the case of an emergency. The City Manager may remove any items on the consent agenda, any item of old business, any resolution, or any ordinance placed for first reading from the agenda at any time prior to the time the meeting is convened. The presiding officer shall announce such removal under announcements.

- 3.4 **Consent Agenda.** In order to make more efficient use of meeting time, the City Manager shall place minor administrative items, such as the approval of the order of business on the agenda, meeting minutes and financial reports, that are routine in nature and concerning which no debate is expected on a "consent agenda." Any item placed on the consent agenda shall be removed at the request of a Councilor prior to the time a vote is taken on the consent agenda. All remaining items on the consent agenda shall be disposed of by a single motion "to adopt the consent agenda," which shall not be debatable. Adoption of the consent agenda shall be by the affirmative vote of all Councilors present at the time the vote is taken and shall have the same effect as a separate vote for each item. If there are dissenting votes, each item on the consent agenda shall be voted upon separately in the usual manner.

- 3.5 **Order of Business.** The order of business at regular Council meetings shall be as follows unless amended by the Council when adopting the consent calendar:

THE FOLLOWING SHOULD BE ALTERED AS NEEDED OR DESIRED

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Oaths of Office
- 5) Consent Agenda
- 6) Presentations, guests, and announcements
- 7) Staff Reports
- 8) Public Hearings
- 9) Public comment on non-agenda items
- 10) Old Business (includes opportunity for public comment)
- 11) New Business (includes opportunity for public comment)
- 12) Items Removed From Consent Agenda
- 13) Committee reports
- 14) Council Comments
- 15) Mayor's Report

## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

### 16) Adjournment

### 3.6 **Record of Proceedings.**

3.6.A A written record, commonly called minutes, shall be kept of all meetings except Executive Sessions and maintained by the city in accordance with the appropriate record retention schedule. Executive Sessions shall be recorded by audio only, except as required by law. The minutes shall contain the following information:

- 1) The date, time and place of the meeting;
- 2) The members present;
- 3) The motions, proposals, resolutions, orders, ordinances, and measures proposed and their disposition;
- 4) The results of all votes and the vote of each member by name;
- 5) The substance of any discussion on any matter; and
- 6) A reference to any document discussed at the meeting.

Minutes shall record the substance of the meeting and be concise. Verbatim minutes are not required.

3.6.B The Council shall approve all minutes of any City Council meeting. All minutes shall be approved within ninety days of the meeting having occurred. The draft minutes shall be submitted to the Council as part of the Council's packet prior to the meeting where they will be discussed. Upon receipt of the minutes in the Council agenda packet, the Council Members should review them and if possible, submit any corrections to the City Recorder in order that a corrected copy can be prepared prior to the meeting for approval. Generally, minutes appear under the Consent Agenda. If minor amendments are made to the minutes, a Councilor may offer such amendment prior to the Consent Agenda being adopted. For an extensive amendment, the Council shall remove the minutes from the Consent Agenda for separate consideration. Upon an affirmative vote of the majority of the Councilors present, the Council may postpone approval of the minutes until the City Recorder has reviewed the recording of the portion of the meeting in question. The Council is final authority as to the amendment to the minutes upon an affirmative vote of the majority of the Councilors present.

3.6.C. A video or audio recording of meetings shall be posted online. Recordings will be posted online within 5 business days after the meeting, whenever feasible.

### 3.7 **Written Communications to the Council.**

3.7.A. Written comments concerning matters on the agenda received no later than 48 hours prior to the Council meeting will be distributed to the Council and posted online as Public Comment. Comments shall not be individually itemized on the agenda. All written comments submitted at a meeting become part of the permanent public meeting record.

## CITY OF ROCKAWAY BEACH

# COUNCIL MEETING RULES AND PROCEDURES

- 3.7.B. Unsolicited communications to the Mayor and/or Council concerning matters that are not on an agenda and are not submitted as testimony for a meeting shall be distributed to the Mayor and/or Council but shall not be included in the agenda packet or online materials.
- 3.7.C. The City Manager may, in his or her discretion, bring any matter raised by an unsolicited communication to the attention of the Council as an agenda item, provided that such communication is accompanied by a staff report setting forth the reason the matter should be considered by the Council, and making a recommendation for Council action.

### 3.8 **Decorum.**

- 3.8.A. The Presiding Officer shall preserve decorum during meetings and shall decide all points of order, subject to appeal of the Council.
- 3.8.B. Members of the Council shall preserve decorum during meetings, and shall not, by conversation or action, delay or interrupt the proceedings or refuse to obey the orders of the Presiding Officer or these rules. Council members shall at all times conduct themselves in a manner appropriate to the dignity of their office.
- 3.8.C. Members of the city staff and all other persons attending meetings shall observe the Council's rules of proceedings and adhere to the same standards of decorum as members of Council.
- 3.8.D. Audience members who are causing an actual disruption can be removed from the public meeting. Persons who interrupt a meeting's proceeding by repeatedly shouting out and yelling, including individuals located in a different room than an actual public meeting who are protesting so loudly that it interferes with the meeting, may be removed from the area, after fair warning, if the Presiding Officer so directs. In case the Presiding Officer should fail to act, any Councilor may obtain the floor and move to require enforcement of this rule. Upon affirmative vote of the majority of the Council present, the person or persons shall be removed as if the Presiding Officer so directed. If a person's disruption of a meeting is such that it threatens the safety and security of the public, the Council can request that the person in question be arrested for disorderly conduct

### 3.9 **Speaking by Council Members and City Manager.**

- 3.9.A. Councilors, the City Manager and staff shall be recognized by the Presiding Officer before speaking, unless bringing up a point of order. Upon recognition by the Presiding Officer, the Council member or City Manager shall speak and confine his or her remarks to the matter at hand.

## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

- 3.9.B. A Council member desiring to question a city employee shall address the questions to the City Manager who shall be entitled to either answer the inquiry or designate a staff member to do so. Council members may direct questions to employees as follow-up to their staff reports or Council meeting presentations.

### 3.10 **Public Comment by Members of the Audience.**

- 3.10.A. Two periods for public comment will be reserved for every regular meeting of the Council. Each period shall not exceed a maximum of 40 minutes, unless a majority of Councilors present vote to extend the time. The first period for public comment shall be used to comment on any issue of city business, other than agenda items or public hearings, and the second period of public comment shall be allowed during scheduled business items placed on the agenda (other than public hearings). The Presiding Officer may, unless a member of Council objects, allow a person who desires to comment on an item not on the agenda to speak during the second comment period.
- 3.10.B. Audience members shall be recognized by the Presiding Officer before speaking. Persons wishing to speak in person during public comment must sign the “public comment sign-up sheet” with the person’s name, their city of principal residence, and the topic upon which the person wishes to speak, not later than the call to order. This information shall be used to ensure the minutes of the meeting properly reflect those persons who provided public comment. Persons wishing to speak remotely during public comment will be requested to use the “raise hand” feature.
- 3.10.C. Members of the public may speak about any topic during the first period for public comment, except as provided in 3.10.E of this rule.
- 3.10.D. Public comment is a time for comment, it is not a time for debate, nor is it a time for members of the public to ask questions of and receive answers from the Council or city staff.
- 3.10.E. If a member of the public wishes to speak on an item that is scheduled for a public hearing at that same meeting, the speaker shall wait until that public hearing. Public comment shall not be used to testify about a quasi-judicial land use matter, to testify on an item that is not a public matter, to testify on a matter which has been or is scheduled to be heard by a hearings official, or to provide or gather additional testimony or information on any matter after the official record has been closed on any matter which has been the subject of a public hearing.
- 3.10.F. Speakers are limited to four minutes. Generally, the speakers will be called upon in the order in which they have signed in on the sign-up sheet. The Mayor or

## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

Presiding Officer may change the order of speakers at their discretion. Speakers shall identify themselves by their names and in which city is their principal residence. Speakers may indicate if they own property or a business within the city. The Presiding Officer may allow additional persons to speak if they have not signed the speaker's roster and sufficient time is left in the 40-minute period.

3.10.G. Should there be more speakers than can be heard for four minutes each during either of the 40-minute periods provided for public comment, the Presiding Officer may sort the requests to speak in order to afford the greatest opportunity for each topic to be heard.

3.11 **Decisions.** The Council shall not make a decision on any item that affects the public, or any individual member of the public, unless the item is on the posted agenda, except in the case where an emergency is declared.

3.12 **Voting Generally.**

3.12.A. The vote on every motion shall be taken by roll call. Members shall not explain their votes during roll call. Names of voters in favor and against shall be entered in full upon the record. Any member of the Council may change his or her vote prior to the next order of business.

3.12.B. Vote Required. The express approval of a majority of a quorum of the Council is necessary for any Council decision, except when the City Charter requires otherwise. The City Charter provides that at least three affirmative votes are necessary to pass an ordinance.

3.13 **Duty to Vote.** When a question is taken, every member of the Council eligible to vote shall vote unless a Councilor states a valid reason to abstain or has a direct conflict of interest.

3.14 **Reconsideration of Actions Taken.** A Councilor who voted with the majority may move for a reconsideration of an action at the same or the next following regular meeting. Once a matter has been reconsidered, no motion for further reconsideration shall be made without unanimous consent of the Council eligible to vote.

3.15 **News Media.** The provisions of this policy shall not be construed to prevent news media representatives from performing their duties so long as the manner of performance is not unreasonably disruptive of the meeting. Any member of the news media which would like to receive copies of agendas or minutes of Council meetings shall request such copies in writing. There may be a charge for such copies.

3.16 **Standing Committees/Commissions/Boards.**



## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

3.16.A. For purposes of approving a budget, state law requires that the governing body of each city establish a budget committee. The Budget Committee, as required by state law, shall be a standing committee. It shall be subject to Local Budget Law, ORS 294.311-294.565.

3.16.B. Planning commissions are authorized by state statute. The Planning Commission, as established by the City Code, shall be a standing commission. It is subject to state law, Code Section 31.01 and any other ordinances and resolutions which may amend it.

3.16.C. There are no standing boards.

### 3.17 **Ad Hoc and Advisory Committees.**

3.17.A. The Council may establish ad hoc and/or advisory committees as needed. Each such committee shall be established by ordinance or resolution for a specific purpose. It shall have a deadline to accomplish its purpose and shall be considered dissolved when its purpose is accomplished. If such a committee needs additional time to complete its purpose it shall request additional time from the Council. A Councilor may serve as liaison to a committee, but may not chair or vote.

3.17.B. Unless otherwise required by resolution of the City Council, at the first meeting of such a committee the members shall select a Chairperson, Vice-Chairperson, and set a meeting schedule. Minutes shall be kept of all committee meetings in accordance with applicable law. The committee may select a Secretary to prepare minutes, unless a staff member has been designated to do so by the City Manager. The City Recorder or designee shall post meeting notices in accordance with Public Meetings Law.

3.17.C. All meetings held by such committees are subject to the Oregon Public Meetings Law ORS 192.610-192.690.

### 3.18 **Appointing and Dissolving Committees, Commissions or Boards.** The Council may appoint and dissolve committees, commissions or boards as needed at their discretion.

Section 4. **FILLING CITY COUNCIL VACANCY.** A vacancy in the Council shall be filled by appointment by a majority of the Council. In this matter the Mayor is considered to have a vote (City Charter, Chapter VII, Section 31). In the event of a Council member vacancy, the Council will follow the recruitment and appointment process and vacancy procedure below:

#### 4.1 **Recruitment Process.** Notice of the recruitment will be advertised through the use of a news release, the City website, City social media channels, and any other outreach the

## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

City deems helpful to reach a broad and diverse spectrum of community members who might be interested in applying.

- 4.2 **Application Process.** Candidates will be invited to complete a standard application with at least two additional questions to be answered in a cover letter: *1) Why are you interested in applying to serve on the City Council? 2) Do you have any experience serving on City boards, committees or commissions? (Prior service is not a requirement for appointments.) If you do, please describe the experience, and your length of service.* Applicants will include a cover letter and resume. Application materials are considered public records.
- 4.3 **Screening Process.**
- 4.3.A. If three or less applications are received, the Council will move directly to the **Interview Process.**
- 4.3.B. If there are more than three candidates, the Council will reduce the list of candidates to three as follows:
- Council members shall complete a ballot ranking their top three candidates in order of their preference for first, second and third choice. Under-voting is not permitted. First place votes will receive 3 points; second place votes will receive 2 points, and third place votes will receive 1 point.
  - The City Manager or designee shall tabulate the votes.
  - The top three candidates with the highest totals shall be selected for interviews.
  - Ballots and votes are considered public records.
- 4.4 **Interview Process.** (Which may take place over multiple meetings.)
- 4.4.A. Applications from those selected to interview will be published with the Council meeting packet for a regular or special public meeting. Candidates will be interviewed separately; those waiting for interviews will be asked to remain outside the room. All candidates will be asked the same interview questions; follow-up questions to clarify answers are permitted.
- 4.4 **Voting process.** After the conclusion of interviews, and any debate and discussion, the Council will vote using the process outlined below (which may take place over multiple meetings):
- 4.4.A. Each member of Council will complete a ballot ranking the candidates in order of their preference for first, second, and third choice. Under-voting is not permitted. The ballots are tabulated. If one candidate receives a majority of first

## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

choice votes, that candidate shall be considered the winning candidate. At the conclusion of balloting, if successful, the Council will then make a motion and hold a roll call vote to appoint the winning candidate to the vacant position.

- 4.4.B. If no candidate receives a majority of first choice votes a second ballot will be held. The top two vote-getters from the previous ballot will advance to the second ballot. For the second ballot, each member of the Council will vote for their first-choice candidate. If one candidate receives a majority of first choice votes on the second ballot, that candidate shall be considered the winning candidate.
- 4.4.C. If there is a tie after two ballots, the Council can choose to complete additional ballots at the same meeting or at another noticed public meeting.
- 4.4.D. At the conclusion of balloting and determination of a winning candidate, if successful, the Council will then make a motion and hold a roll call vote to appoint the winning candidate to the vacant position. In this matter the Mayor is considered to have a vote. All ballots and votes are considered public records.

### Section 5. **FILLING BUDGET COMMITTEE AND PLANNING COMMISSION VACANCIES.**

- A. In the event of a Budget Committee or Planning Commission member vacancy, the Mayor shall nominate members for appointment by a majority of the Council, in accordance with the City Charter, Chapter III, Section 7.
- B. The Mayor may choose to follow the recruitment and application process similar to Section 4.1 and 4.2 of these rules. Before proceeding with recruitment, the Mayor may first consider reappointment of the incumbent.

### Section 6. **ETHICS.** All members of the Council shall review and observe the requirements of state ethics law. In addition to complying with state ethics law, all members of the council shall refrain from:

- A. Disclosing confidential information.
- B. Taking action which benefits special interest groups or persons at the expense of the City as a whole.
- C. Expressing an opinion contrary to the official position of the council without so saying.
- D. Conducting themselves in a manner so as to bring discredit upon the government of the city.

### Section 7. **STATEMENTS TO THE MEDIA AND OTHER ORGANIZATIONS.**

## CITY OF ROCKAWAY BEACH COUNCIL MEETING RULES AND PROCEDURES

- A. **Representing City.** If a member of the Council, to include the Mayor, appears as a representative of the City before another governmental agency, the media or an organization to give a statement on an issue, the member may only state the official position of the City, as approved by a majority of the Council.
  
- B. **Personal Opinions.** If a member of the Council, to include the Mayor, appears in their personal capacity before another governmental agency, the media or an organization to give a statement on an issue, the member must state they are expressing their own opinion and not that of the City before giving their statement.

Section 8.       **SEVERABILITY.** The invalidity of a section or subsection of this policy shall not affect the validity of the remaining sections or subsections.

**RESOLUTION NO. 2025-27**

**A RESOLUTION APPROVING AWARDS FOR THE 2024-2025 OFF-SEASON  
TOURISM MARKETING GRANT PROGRAM**

**WHEREAS**, the City of Rockaway Beach allocated \$30,000 for the 2024-2025 fiscal year toward off-season marketing and promotions grants; and

**WHEREAS**, this grant is funded with lodging tax collected by the city and can only be used for tourism-related businesses and organizations, and proposed projects must be focused on reaching visitors, defined by state law as those traveling 50 miles or more for leisure or business; and

**WHEREAS**, applicants may request a maximum of \$3,000 with no match required; and

**WHEREAS**, in partnership with the City of Rockaway Beach, Tillamook Coast Visitors Association (TCVA) was tasked with managing the grant application process and contract management for the program. TCVA serves as the main point of contact for applicants and grant recipients; and

**WHEREAS**, TCVA has reviewed grant applications for eligibility and completeness; and

**WHEREAS**, the City Council has reviewed grant applications and now wishes to approve awards.

**NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS  
FOLLOWS:**

**Section 1.** The City of Rockaway Beach City Council hereby awards a 2024-2025 Off-Season Tourism Marketing Grant to the following recipient(s) in the amounts specified below:

<b>Recipient/Project</b>	<b>Grant Amount:</b>


**Section 2.** TCVA shall execute contracts with awardees, issue grant reimbursements, and manage project contracts.

**Section 3.** This Resolution shall be effective immediately upon adoption.

**APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14TH DAY OF MAY 2025.**

APPROVED

---

Charles McNeilly, Mayor

ATTEST

---

Melissa Thompson, City Recorder

**RESOLUTION NO. 2025-28**

**A RESOLUTION ENDORSING A STATE OF OREGON TRANSPORTATION AND GROWTH MANAGEMENT GRANT APPLICATION FOR A TRANSPORTATION SYSTEM PLAN UPDATE**

**WHEREAS**, Transportation and Growth Management (TGM) is a joint program of the Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT); and

**WHEREAS**, the State is currently accepting applications for the TGM grant program; and

**WHEREAS**, the City has prepared an application for this grant opportunity for the purpose of updating its Transportation System Plan (TSP); and

**WHEREAS**, the City Council of Rockaway Beach believes that the reward of grant funding for updating the TSP will address the need to identify transportation issues and solutions, and plan for future transportation investments.

**NOW, THEREFORE, THE CITY OF ROCKAWAY BEACH RESOLVES AS FOLLOWS:**

**Section 1.** The City Council supports the submittal of an application for the Transportation and Growth Management Grant to update the City's Transportation System Plan.

**Section 2.** This Resolution shall be effective immediately upon adoption.

**APPROVED AND ADOPTED BY THE CITY COUNCIL THE 14TH DAY OF MAY 2025.**

APPROVED

---

Charles McNeilly, Mayor

ATTEST

---

Melissa Thompson, City Recorder

## **Coffee with Manager and Mayor**

### **April 24, 2025**

City Manager Shepard was called into a meeting with ODOT to discuss our Salmonberry Trail Grant Application so was not in attendance.

A recent transplant to Rockaway Beach asked about the Salmonberry Trail Project; and shared that they had been involved with a 72-mile rail to trail project in Idaho. He is interested in a tour of our water system, so I directed him to City Manager Luke Shepard.

A resident asked about the status of the code complaint against 603 S. Easy Street. I shared that a ticket was issued, and they have a court date. Our recent transplant shared that he had seen public health regulations used to address nuisance issues due to rodents and putrescible issues.

A resident asked about the RV's illegally parked at Lakeside Hideaway, which have now "improved" their situation with addition of wooden stairs. There are now sometimes 2 or 3 RV's that park there. I let her know that the Rockaway Patrol is working with the property owner to have the RVs moved.

It was suggested we increase the number of parking spaces at Phyllis Baker Park; there is limited parking at the west and east end of the park. More parking would make it easier to have events there without the majority of people (especially those with mobility issues) having to walk there for events.

A resident noted that the yards of 318 N. Coral and 331 N. Dolphin are littered with cars, old equipment, garbage, etc. I mentioned the city would need a code complaint; she submitted one.

A resident came to the meeting to ask that the city fix two potholes at north 3rd. However, on her walk to City Hall, she noticed that the potholes had been filled.

A resident asked about the downtown speed limit. I shared that ODOT recently contacted me about designating our downtown corridor (Upper Crust to Little White Church Antiques) a business district with a 20-mph speed limit. The city gave ODOT the green light to work on this. In a few months, the City Council will be asked to approve the designation of our downtown corridor a business district.

I confirmed that the City's 4<sup>th</sup> of July fireworks show will go on; and that the igniting of fireworks by residents and visitors was strictly illegal in the City of Rockaway Beach.

A resident asked about the possibility of partnering with the North County Recreation District (NCRD) for recreation opportunities in Rockaway Beach and for our residents. I noted that our Strategic Plan called for exploring partnerships and/or expansion of NCRD. I suggested she contact Councilor Kiley Konruff and share her interest.



## **Coffee with Manager and Mayor**

### **April 24, 2025**

A member of the city's Budget Committee in attendance shared that compared to his experience on other budget committees and auditing cities, Rockaway Beach is the best run and most financially conservative entity with which he has engaged.

A resident mention that the topic of the FEMA BiOp and Measure 56 was "blowing up" on social media. I provided a high-level overview. Here is a more detailed summary.

In 2009, the Portland Audubon Society filed a lawsuit to force the FEMA to integrate the Endangered Species Act into their activities. The parties settled in 2010.

The Federal Emergency Management Agency (FEMA) is preparing an Environmental Impact Statement (EIS) for the implementation of the plan for National Flood Insurance Program (NFIP) – Endangered Species Act (ESA) Integration in Oregon.

FEMA decided to accelerate their requirements with Pre-Implementation Compliance Measures

- Effective December 1, 2024, the regulations for developing in the Special Flood Hazard Area (SFHA), commonly known as the "floodplain", will be changing.
- The changes are required by FEMA for jurisdictions that wish to continue to participate in the National Flood Insurance Program
- The changes are intended to protect endangered and threatened species and habitat by requiring "no net loss" of habitat functions. Those functions are:
  - Flood storage (impacts from placing fill in the floodplain)
  - Water quality (impacts from adding new impervious surface in the floodplain that creates pollutant runoff)
  - Riparian habitat (impacts from removing vegetation near rivers and streams)
- On July 15, 2024, Rockaway Beach was notified that it must choose and implement one of three Pre-Implementation Compliance Measures (PICM). The three options are:
  1. Prohibit all new development within the floodplain.
  2. Adopt a model ordinance that incorporates the requirements of the Endangered Species Act (ESA) into the County's floodplain code
  3. Require applicants on a permit-by-permit basis to prepare a Habitat Assessment to verify that no net loss of floodplain functions will occur as part of their proposed development
- FEMA is also expanding the definition of what is considered "development" to be "Any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. The expanded definition will include almost any type of activity.

In Oregon the definition extends to include:

- Subdivision of land
- Removal of vegetation

**Coffee with Manager and Mayor**  
**April 24, 2025**

- Other alteration of natural site characteristics (including any remnant natural characteristics existing in a degraded site)
- Substantial repairs and improvements
- Maintenance, repair, or remodel of existing buildings, facilities, and utilities when their existing footprint is expanded or if there is additional encroachment into the floodplain
- Projects that create impacts on floodplain function will be required to mitigate for those impacts.
- If a community does not choose and implement a Pre-Implementation Compliance Measure by December 1, 2024, it will default to Pre-Implementation Compliance Measure #3 - permit-by-permit habitat assessment.

The City Council Approved Option 2 – Adopt a model ordinance that incorporates the requirements of the Endangered Species Act (ESA) into the County's floodplain code. Failure to comply with FEMA would result in our property owners not qualifying for the National Flood Insurance Program (NFIP).

In 1998, Oregon voters passed a law known as Ballot Measure 56, which requires legal notices to be mailed to landowners when a change in land use laws might limit the use of their property. The sentence “The City of Rockaway Beach has determined that proposed land use changes may change the value of your property” is mandatory, however the City of Rockaway Beach does not know how these amendments might affect the value of your property, if at all.