



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

AGENDA

(REVISED)

11:15 a.m. LUNCH

11:30 a.m. STUDY SESSION – Insurance Update (Finance Manager, Beau Belikoff, Purchasing & Contract Administrator, Mark Depner and MarshMclennan Agency) Rules and Regulations (Water Resources & Customer Service Manager, Julie Smitherman)

12:15 p.m. BOARD MEETING

1. Roll Call

2. Pledge of Allegiance

3. Comments from the Audience

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

4. Public Hearings

4.1 Consider Resolution No. 1933, A RESOLUTION Modifying the Charges in Lieu of Assessment, Exhibit A of the Regulations Governing Water Service, for Properties Directly Benefited by the Installation of Water Mains but Not Specifically Assessed for Such Benefit, Effective July 1, 2024

4.2 Consider Resolution No. 1934, A RESOLUTION Modifying the Charges for Special Services, Exhibit D of the Regulations Governing Water Service, Effective July 1, 2024

4.3 Consider Resolution No. 1935, A RESOLUTION Adopting the Budget for the Medford Water Commission of the City of Medford, by and through its Board of Water Commissioners, for Fiscal Year 2024-25 Commencing July 1, 2024, and Making Appropriations Thereunder

5. Consent Calendar

5.1 Approval or Correction of the Minutes of the Last Regular Meeting of May 15, 2024

5.2 Resolution No. 1936, A RESOLUTION Adopting the Proposed Modifications to the “Regulations Governing Water Service” Document, Effective July 1, 2024

6. Items Removed from Consent Calendar

7. Resolution No. 1937, A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract Amendment in the Amount of \$974,240.00, with Soderstrom Architects, Ltd. for Consulting Services for Consulting Engineering & Architectural Services for Task Order 5 Construction Administration and Value Engineering Services of the Medford Water Operations Center project.

8. Resolution No. 1938, A RESOLUTION Authorizing the General Manager to Execute an Amendment to Agreement between the Board of Water Commissioners and the Laborers’ International Union of North America, Local #737

9. Workers’ Compensation Renewal

10. Leadership Team Reports

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

11. Propositions and Remarks from the Commissioners

12. Adjourn

DATES TO REMEMBER*						
DATE	DAY	TYPE OF MEETING	STUDY SESSION TIME & TOPIC	REGULAR MEETING	LOCATION	
06/19/24	Wed	Board Meeting	11:30 a.m. – Purchasing Rules and Regulations	12:15 p.m.	Lausmann Annex – Room 151	
07/03/24	Wed	Board Meeting	Time TBD – TBD	12:15 p.m.	Prescott Room, Police Dept	
<i>Thursday, July 4, 2024 – Offices closed in observance of the Independence Day holiday</i>						
07/17/24	Wed	Board Meeting	Time TBD – Asset Management	12:15 p.m.	Prescott Room, Police Dept	

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

INSTRUCTIONS FOR ATTENDING THIS MEETING VIRTUALLY



To join by computer, click the following link:
https://us02web.zoom.us/webinar/register/WN_ThAVcMqMRmWnS1T8yzDQLA
 Meeting passcode: 879701



To join by phone, call:
 (669) 900-6833
 Meeting ID Number: 811 5543 6105 Meeting passcode: 879701



Memorandum

TO: Commissioners Bob Strosser, David Wright, Jason Anderson, John Dailey, and Michael Smith
FROM: Brian Runyen, PE, Engineering Manager
DATE: Wednesday, June 5, 2024
SUBJECT: Item 4.1 – Resolution 1933, Modifying the Charges in Lieu of Assessment
OBJECTIVE: Board Approval

Issue

Modifications to the Charges in Lieu of Assessment / Refund District costs of reimbursement for FY24-25 were presented to the Board of Water Commissioners in a Study Session on April 17, 2024.

Discussion

CLA amounts have been recalibrated to the amounts below for differing conditions:

8" Water Main

\$46.22 per foot per each side of the street, Unpaved

\$77.03 per foot per each side of the street, Paved

12" Water Main

\$62.65 per foot per each side of the street, Unpaved

\$93.46 per foot per each side of the street, Paved

Financial Impact

The proposed changes adjusted these fees tracked to the Engineering News Record Construction Cost Index (ENR CCI).

Requested Board Action

Staff recommends approval of this Resolution, modifying the Charges in Lieu of Assessment.

RESOLUTION NO. 1933

A RESOLUTION Modifying the Charges in Lieu of Assessment, Exhibit A of the Regulations Governing Water Service, for Properties Directly Benefited by the Installation of Water Mains but Not Specifically Assessed for Such Benefit, Effective July 1, 2024

WHEREAS, in 1989, the Board of Water Commissioners (Board) approved Resolution No. 630, which provided for the increase of Charges in Lieu of Assessment (CLAs) and additionally provided that these charges would be revised on an annual basis on July 1st of every year; and

WHEREAS, staff has determined that the CLA should be modified based on updated costs for water main size and street condition, as set forth in the attached Exhibit A; and

WHEREAS, the proposed modifications to the CLAs have been heretofore reviewed by the Board, and published for the time and in the manner prescribed by law; and came for hearing before the Board at the regularly scheduled meeting, at the hour of 12:15 p.m., on the 5th day of June 2024; and

WHEREAS, the public hearing was duly held at said time and place, due notice thereof having been given to the public, and the Board at said time did consider said modifications to the CLAs and the matters discussed at the public hearing;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, THAT:

The modifications to the CLAs, Exhibit A of the Regulations Governing Water Service, are hereby approved as set forth in attached Exhibit A and by reference made a part hereof, to become effective from and after the 1st day of July 2024; this supersedes modifications last approved June 7, 2023 (Resolution No. 1877).

PASSED by the Board of Water Commissioners and signed by me in authentication of its passage this 5th day of June 2024.

ATTEST: _____
Amber Furu, Asst. Clerk of the Commission

Bob Strosser, Chair

EXHIBIT A TO REGULATIONS GOVERNING WATER SERVICE

LIST OF STREETS, ALLEYS AND EASEMENTS
FOR CHARGES IN LIEU OF ASSESSMENT (CLAs & RDs)

Effective July 1, 2024

In accordance with the “Regulations Governing Water Service”, the following in-lieu charges (marked as **CLA**) are to be collected by Medford Water Commission (MWC) from all applicants for new service connections to the water mains installed by MWC if the applicant’s property fronts on or is adjacent to the alley, street or easements. Also listed are “Refund Districts” (marked as **RD**) established by Resolution for refunding moneys to developers who installed water lines, which benefit property owners developing property subsequent to installation of the water line.

In-lieu charges are based on water main size and street condition*:

Water Main Size / Street Condition	Charge in Lieu, per foot, per side of street
8" Unpaved	\$46.22
8" Paved	\$77.03
12" Unpaved	\$62.65
12" Paved	\$93.46

Yellow = New RD or Revised CLA

NAME OF STREET	CLA OR RD	AMOUNT TO CHARGE PER FT.	SIZE OF MAIN	PORTION SUBJECT TO IN LIEU CHARGES
Aerial Hts Dr Res #1547 <i>(Expires 05/6/2024)</i>	RD	\$21.91	8"	744'; 3,440' (+/-) W of Cherry Ln to 4,175' (+/-) W of Cherry Ln; N&S sides <i>(Pay: 55% to Gordon Dickerson, 2207 Quail Point Terrace, Medford OR 97504; 45% to James Post, 17480 Holy Names Dr – Unit 312, Lake Oswego OR 97034-5153)</i>
Airport Rd	CLA	\$46.22	6"/24"	Both sides from Airport to Table Rock Rd
Airport Rd at Biddle Rd Res #1851 <i>(Expires 12/21/2042)</i>	RD	Proportionate share per acre developed per Reso 1851	12"	Southwest corner of Airport Rd and Biddle Rd. Maplot #s 372W12A1102 & 372W12A1151 <i>(Pay: Celtic Services, Inc., P.O. Box 680453, Marietta, GA 30068)</i>
Albert St	CLA	\$46.22	4"	W side from Prune to Dakota
Barnett Rd	CLA	\$46.22	12"	N Phoenix Rd to city limits, N side
Aster Street Res #1863 <i>(Expires 03/15/2043)</i>	RD	\$30.21	8"	Aster St from approx 390 feet west of Cherry St to approx 760 feet west of Cherry St <i>(Pay: RD Properties Oregon LLC, 171 Ehrman Way, Medford, OR 97502)</i>
Biddle Rd	CLA	\$46.22	6"/12"/2"	Both sides Crater Lake Hwy to Airport Rd
Biddle Rd	CLA	\$46.22	6"	Both sides from Morrow to McAndrews
Biddle Rd	CLA	\$46.22	4"	Both sides from McAndrews to 685' S of McAndrews
Blanche Ln Res #1812 <i>(Expires 05/03/2042)</i>	RD	\$28.55	8"	487' of 8", Blanche Ln from Thomas Road to approximately 250 feet east of Thomas Road <i>(Pay: Stella RE Investments LLC, 843 Castro St, Mountain View, CA 94041)</i>
Brookdale Rd	CLA	\$46.22	8"	Both sides from Big Butte Springs Line #2 to McAndrews
Brookdale Rd	CLA	\$46.22	24"	Both sides from Big Butte Springs Line #2 to boundary of the #1 pressure level
Brookdale Rd	CLA	\$46.22	6"	Both sides from McAndrews Rd to Lone Pine Rd
Capital Ave	CLA	\$46.22	8"	N side from Reservoir #3 to E end of street
Cherry Ln	CLA	\$46.22	10"	From Stanford to city limits, S side
Cherry St	CLA	\$46.22	8"	Meadows to Prune - within city limits

NAME OF STREET	CLA OR RD	AMOUNT TO CHARGE PER FT.	SIZE OF MAIN	PORTION SUBJECT TO IN LIEU CHARGES
Chestnut St	CLA	\$46.22	14"	Both sides from Stewart to Prune
Chestnut St	CLA	\$46.22	6"	Lot 1, B13 Benson Addition, SW corner Chestnut & Meadows Ln
S Columbus St	CLA	\$46.22	20"	Both sides from Stewart to city limits
Corona Ave	CLA	\$46.22	6"	Both sides from Grand to 800' N of Hilton
Corona Ave	CLA	\$46.22	8"	Both sides from Grand to McAndrews
Covina Ave	CLA	\$46.22	4"	Both sides from Crater Lake Ave to Grand
Crater Lake Ave	CLA	\$46.22	20"	Both sides from Spring St to McAndrews Rd
Crater Lake Ave	CLA	\$46.22	6"/14"	Both sides from McAndrews to Covina
Crater Lake Ave	CLA	\$46.22	12"	W side from Stevens to Saling
Crater Lake Ave	CLA	\$46.22	6"/14"	Both sides from Roberts W to Delta Waters
Crater Lake Ave	CLA	\$46.22	6"/16"	Both sides from Delta Waters to 700' N of Delta Waters
Crater Lake Hwy	CLA	\$46.22	14"	SE side from Whittle to extension of Corona
Crater Lake Hwy	CLA	\$46.22	6"	SE side from Delta Waters to Whittle
Crater Lake Hwy	CLA	\$46.22	14"	NW side opposite Delta Waters; Whittle to Martin Station
Crews Rd	CLA	\$46.22	24"	NW side from Table Rock to 140' NE of Pepper extension
Dakota Ave	CLA	\$46.22	6"	S side from Columbus to Chestnut
Delta Waters Rd	CLA	\$46.22	6"	Both sides from Crater Lake Ave to Crater Lake Hwy
Delta Waters Rd	CLA	\$46.22	16"	N side, E of Tahitian to city limits; S side, Stonebrook to city limits
Dixie Ln	CLA	\$46.22	8"	From 1457 Dixie Ln S to 1617 Dixie Ln, both sides
Ellendale Dr	CLA	\$46.22	8"	Both sides within city limits from Barnett to Halsey
Foothill Rd	CLA	\$46.22	16"	E side Hillcrest S to Caperna
Foothill Rd	CLA	\$46.22	12"	Hillcrest N to Lone Pine, both sides within city limits
Garfield St	CLA	\$46.22	24"	Both sides from Peach to Columbus
Garfield St	CLA	\$46.22	24"	Tax Lot 2600
Garfield St	CLA	\$46.22	4"/6"/24"	S side from Marsh Ln to city limits and N side from Kenyon to city limits
Grand Ave	CLA	\$46.22	4"	Both sides from Crater Lake Ave to Covina
Grand Ave	CLA	\$46.22	6"	Both sides from Covina to Corona
Grand Ave	CLA	\$46.22	4"	Both sides from Corona to Poplar Dr
Groveland Ave	CLA	\$46.22	6"	Both sides from Oakwood to Woodlawn
Halsey St	CLA	\$46.22	24"	Both sides of entire street
Harrison Ave	CLA	\$46.22	6"	N side from Valley View to Sunrise
Hart Avenue (Expires 7/06/30)	RD	\$28.09	8"	400', on Hart Ave from Agate St to approximately 400 Feet North of Agate Street (Pay: Horton Homes Inc., PO Box 3354, Central Point Oregon 97502)
Highcrest Dr	*	*	*	*Note to File Gary Whittle, Stardust PS/Zone 5
Highland Ave	CLA	\$46.22	16"	W side from 100' S of Keene Way to Greenwood; E side from 100' S of Keene Way to Roxy Ann, and E side from Siskiyou to Greenwood
Hilton Rd	CLA	\$46.22	6"	Both sides from Corona to Crater Lake Hwy
Hilton Rd	CLA	\$46.22	12"	Both sides from Crater Lake Hwy to Biddle
South Holly	CLA	\$46.22	8"	From Stewart to Garfield, E side
Jackson St	CLA	\$46.22	16"	North side from Sunrise to Barneburg
Jeanette St	CLA	\$46.22	14"	Both sides Prune to Meadows Ln
Lewis St	CLA	\$46.22	6"	Entire street within city limits

NAME OF STREET	CLA OR RD	AMOUNT TO CHARGE PER FT.	SIZE OF MAIN	PORTION SUBJECT TO IN LIEU CHARGES
Lone Pine Rd	CLA	\$46.22	6"/8"	Both sides from Springbrook to Big Butte Springs Line #2
Marsh Lane Res #1667 (Expires 12/06/27)	RD	\$25.74	8"	624', from the intersection of Sparrow Way and Marsh Lane to 580' south of Sparrow Way (Pay: Rue Noblesse LLC, 935 Town Centre Drive, Suite A Medford Oregon 97504)
Mason Wy	CLA	\$46.22	6"	Sage Rd to Joseph, S side within city limits (credit Elk City Water District for half)
McAndrews Rd	CLA	\$46.22	14"	Within city limits, NW side from S Pacific RR to Jackson St
McAndrews Rd	CLA	\$46.22	20"	Both sides from Crater Lake Ave to Biddle
McAndrews Rd	CLA	\$46.22	8"	Both sides from Biddle to Riverside
McAndrews Rd	CLA	\$46.22	8"	Both sides from Brookdale to Springbrook
McAndrews Rd	CLA	\$46.22	6"	Both sides from Springbrook to 466' W of Springbrook
Meadows Ln	CLA	\$46.22	8"	Both sides from Jeannette W to city limits
Midway Rd	CLA	\$46.22	10"	Both sides from Table Rock to Merriman Rd
Midway Rd	CLA	\$46.22	24"	Both sides from Biddle to Bear Creek
Modoc	CLA	\$46.22	24"	Both sides from Ridge Wy to McAndrews
Morrow Rd	CLA	\$46.22	4"	Both sides from Corona to Biddle
Murphy Rd	CLA	\$46.22	8"	E side from Country Club Dr to Dellwood Pl
Murphy Rd	CLA	\$46.22	8"	Both sides from Dellwood Pl to Barnett Rd
Oregon Ave	CLA	\$46.22	16"	N side from Sunrise to Oregon Terrace and S side from Sunrise to Berkeley Wy
S Pacific Hwy	CLA	\$46.22	12"	Stewart Avenue S to city limits, W side
N Phoenix Rd	CLA	\$46.22	16"	Both sides, Barnett to Cherry Ln within city limits
Nicholas Lee Way Res #1682 (Expires 03/01/28)	RD	\$26.73	8"	387', from Maple Park Dr to Katie Mae Dr (Pay: R Horton Homes Inc., 1984 Rabun Way, Central Point Oregon 97502)
Nicholas Way Res #1683 (Expires 10/27/27)	RD	\$26.73	8"	170', from Francine Ct to 170' north of Francine Ct (Pay: R Horton Homes Inc., 1984 Rabun Way, Central Point Oregon 97502)
Penn St Ref Powhatan Ave				
Powhatan Ave Res #1718 (Expires 04/16/2029)	RD	\$27.54	8"	1050' of 8" in Powhatan Ave, west side from Garfield St to Prospect St, and east side from Garfield St to 1050' south of Garfield St; 340' of 8" in Prospect St, from Lillian St to Powhatan Ave; and 180' of 8" in Penn St, from Lillian St to 180 east of Lillian St (Pay: Sullivan Development, LLC, Dennis Sullivan, 1985 Rossanley Drive, Medford, Oregon 97501)
Prospect St Ref Powhatan Ave				
Prune St	CLA	\$46.22	14"	Both sides from Chestnut to Jeanette
Richmond Ave	CLA	\$46.22	16"	Both sides from Oakwood to Woodlawn
Ridge Way	CLA	\$46.22	6"	Both sides from Modoc to Valley View
Ridge Way	CLA	\$46.22	6"	S side from Wabash to Keene Wy
Ridge Way	CLA	\$46.22	6"	Both sides from Berkeley Way to E end Ridge Way
S Riverside Ave	CLA	\$46.22	8"	E side from Stewart to Boyd
Roberts Rd	CLA	\$46.22	6"	Both sides from Springbrook to Crater Lake Ave
Roberts Rd	CLA	\$46.22	6"	Both sides from Crater Lake Ave to Corona
Ross St	CLA	\$46.22	6"	E side from Humphrey S to city limits
Spring St	CLA	\$46.22	20"	Both sides from Valley View Dr to Crater Lake Ave

NAME OF STREET	CLA OR RD	AMOUNT TO CHARGE PER FT.	SIZE OF MAIN	PORTION SUBJECT TO IN LIEU CHARGES
Springbrook Rd	CLA	\$46.22	6"/8"	Both sides from McAndrews to Delta Waters Rd
S Stage Rd Res #1702 (Expires 06/22/2026)	RD	\$123.71	12"	720' of 12", S Stage Rd from S Pacific Hwy to 725' west of S Pacific Hwy (Pay: Bernard Young, 3929 Monte Vista Drive, Medford Oregon 97504)
S Stage Rd Res #1703 (Expires 06/22/2026)	RD	\$1,633.14 per acre	24" boring and casing	80' of 24" boring and casing across Central Pacific Railroad on S Stage Rd; see Exhibit A attached to Reso for area covered. (Pay: Bernard Young, 3929 Monte Vista Drive, Medford Oregon 97504)
Stanford Ave	CLA	\$46.22	12"	E side; High Oaks to Cherry Lane
Stewart Ave	CLA	\$46.22	14"/16"	S side Oakdale to Chestnut Street
Stewart Ave	CLA	\$46.22	16"/30"	Both sides Chestnut to city limits
Stewart Ave	CLA	\$46.22	12"	S Holly E to S Pacific Hwy, S side
Sunrise Ave	CLA	\$46.22	8"	Both sides Spring St to Harrison
Sunrise Ave	CLA	\$46.22	16"	W side from Jackson to Aloha
Sunset Drive Res #1629 (Expires 07/29/2026)	RD	\$40.00/\$23.59	12"/8"	326' of 12", Sunset Drive from Tivoli Dr to Thomas Rd; and 905' of 8", Thomas Rd from Sunset Dr to 905' north of Sunset Dr (Pay: McJoya Properties & Development LLC, 685 Market Street, Medford Oregon 97504)
Table Rock Rd	CLA	\$46.22	6"	E side from Airport Rd S
Table Rock Rd	CLA	\$46.22	6"	W side from Morningside, N to city limits
Table Rock Rd	CLA	\$46.22	30"	NE side to city limits
Thomas Rd Ref Sunset Drive		\$46.22		
Thomas Rd Res #1812 (Expires 05/03/2042)	RD	\$28.55	8"	487' of 8", Thomas Rd from approximately 160 north of Westwood Drive to approximately 650 north of Westwood Drive (Pay: Stella RE Investments LLC, 843 Castro St, Mountain View, CA 94041)
Valley View	CLA	\$46.22	20"	Both sides Ridge Wy to Spring St
Valley View	CLA	\$46.22	6"	Both sides Harrison to Ridge Wy
Vilas Rd	CLA	\$46.22	20"	Both sides from Table Rock Rd to Crater Lake Hwy
Western Ave	CLA	\$46.22	12"	W side, Humphrey to 2 nd
Western Ave	CLA	\$46.22	12"	W side from Humphrey S to city limits
Woodlawn Drive	CLA	\$46.22	16"	Both sides from Groveland to Barneburg
EASEMENTS:	CLA	\$46.22 \$46.22	16"	Extension of Saling Ave from Crater Lake Ave to Medford Shopping Center

*These rates will apply to new mains subject to CLAs; existing mains will stay at the revised CLA charge for an 8" water main in unpaved condition.



Memorandum

TO: Commissioners Bob Strosser, David Wright, Jason Anderson, John Dailey, and Michael Smith
FROM: Brian Runyen, PE, Engineering Manager
DATE: Wednesday, June 5, 2024
SUBJECT: Item 4.2 – Resolution 1934, Modifying the Charges for Special Services
OBJECTIVE: Board Approval

Issue

Modifications to the Charges for Special Services for FY24-25 were presented to the Board of Water Commissioners in a Study Session on April 17, 2024.

Discussion

Each year the Charges for Special Services are reviewed and modified accordingly based on actual costs for the service being rendered. Updated charges based on current estimated costs are included in the proposed revised Exhibit D of the Regulations Governing Water Service attached to the Resolution included for this Agenda Item.

Financial Impact

The costs charged for Special Services allow the Commission to recover actual costs for the service being provided to the customer, reducing or negating any financial impact.

Requested Board Action

Staff recommends approval of this Resolution, modifying the Charges for Special Services.

RESOLUTION NO. 1934

A RESOLUTION Modifying the Charges for Special Services, Exhibit D of the Regulations Governing Water Service, Effective July 1, 2024

WHEREAS, the Charges for Special Services are periodically reviewed by staff and adjusted based on current material, labor, and equipment costs; and

WHEREAS, the proposed modifications to the Charges for Special Services have been heretofore reviewed by the Board of Water Commissioners (Board), and published for the time and in the manner prescribed by law; and came for hearing before the Board at the regularly scheduled meeting, at the hour of 12:15 p.m., on the 5th day of June 2024; and

WHEREAS, the public hearing was duly held at said time and place, due notice thereof having been given to the public, and the Board at said time did consider said modifications to the Charges for Special Services and the matters discussed at the public hearing;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, THAT:

The modifications to the Charges for Special Services, Exhibit D of the Regulations Governing Water Service, are hereby approved, as set forth in attached Exhibit A and by reference made a part hereof, to become effective from and after the 1st day of July 2024; this supersedes modifications last approved June 7,2023 (Resolution No. 1878).

PASSED by the Board of Water Commissioners and signed by me in authentication of its passage this 5th day of June 2024.

ATTEST: _____
Amber Furu, Asst. Clerk of the Commission

Bob Strosser, Chair

EXHIBIT A to RESOLUTION NO. 1934

**EXHIBIT D TO REGULATIONS GOVERNING WATER SERVICE
CHARGES FOR SPECIAL SERVICES**

Effective July 1, 2024

WATER SERVICE & SPECIAL FEES		
Control Valve Installation - Section 8.2		
(a) 5/8" x 3/4" meter	\$235.00	each
(b) All other meter sizes	At Cost	each
Finance Charge (invoices not paid within 30 days of due date)	1%	month
Fire Hydrant temporary service – Section 10		
(a) Deposit for Fire Hydrant Device	\$1,500.00	each
(b) Installation during working hours (per hour)	\$60.00	hour
(c) Service cost (per day)	\$10.00	day
Public Records Requests		
Labor Costs:		
Minimum hourly rate of \$56 per hour plus copy charge		
Level 1: Up to 30 min. = no labor costs, material costs only		
Level 2: 30 min. to 2 hrs. = \$56 per hour plus cost of materials		
Level 3: Over 2 hrs. = actual cost of employee time plus cost of materials		
Material Costs:		
<u>Printed Materials</u> (Double-sided is considered two pages)		
No charge for the first 10 pages		
\$.25 for 8 1/2 x 11 pages		See fee structure at left
\$.50 for 11 x 17 pages		
\$.75 for color copies		
\$5.00 per page for photograph quality printed pictures		
Preprinted reports, maps, large formatted documents etc. Provided at Commission's actual cost		
<u>Electronic copies</u>		
Hard copies of electronic copies will be charged the printing costs, except for GIS data. Can be emailed or faxed. Copy to DVD or CD:		
\$25 each (\$2 for each additional copy ordered at the same time.)		
<u>Audio or Video recordings</u>		
Based on minimum hourly charge; CD of meeting \$25		
Purchase of Regulations Governing Water Service – Section 21	\$10.00	each
Recording of legal documents		
(a) First 3 pages	\$141.00	each
(b) Each additional page	\$5.00	each
Returned item for NSF or ACH transactions - invoice cloud	\$25.00	each
Water Service - Activation of service - Section 2		
(a) Deposit on Customer Account	\$90.00	each
Water Service - Disconnection of service - Section 4		
(a) Shut-off Field Collection fee (due to non-payment)	\$20.00	each
(b) Shut-off Notice processing fee (late fee)	\$15.00	each
(c) Temporary Shut-off After Hours (at customer request)	\$110.00	hour
(d) Tampering with meter (no damages)	\$100.00	each
(e) Tampering with meter (with damages) \$100.00 plus repair costs	At Cost	each

Water Service - Restoration of service – Section 4			
(a) During regular hours		\$20.00	hour
(b) After regular hours (based on overtime hourly rate)		\$110.00	hour
SERVICE CONNECTION AND METER FEES			
Meter Setting Fee / Resetting – Section 5.4 (includes new meter)			
	<u>Meter Size</u>		
(a)	5/8" x 3/4"	\$440.00	each
(b)	1"	\$600.00	each
(c)	1-1/2"	\$780.00	each
(d)	2"	\$860.00	each
(e) Additional cost for Residential Fire Sprinkler System 3/4" x 3/4" meter (use in combination with 5/8" x 3/4" meter setting fee)		\$20.00	each
Installation of Service Connections – Section 5.2 (use in combination with Meter Setting fee)			
	<u>Service Size</u>	<u>Meter Size</u>	
(a) Inside the City of Medford on unpaved streets			
	1"	5/8" x 3/4"	\$4,540.00 each
	1"	1"	\$4,495.00 each
	1-1/2"	1-1/2"	\$5,580.00 each
	2"	2"	\$6,145.00 each
(b) Inside the City of Medford on paved streets			
	1"	5/8" x 3/4"	\$9,100.00 each
	1"	1"	\$9,055.00 each
	1-1/2"	1-1/2"	\$10,140.00 each
	2"	2"	\$10,705.00 each
(c) Inside the City of Medford: Contractor provides excavation, backfill, surfacing, etc.			
	1"	5/8" x 3/4"	\$1,600.00 each
	1"	1"	\$1,555.00 each
	1-1/2"	1-1/2"	\$2,650.00 each
	2"	2"	\$3,210.00 each
(d) Outside the City of Medford on unpaved streets			
	1"	5/8" x 3/4"	\$5,140.00 each
	1"	1"	\$5,095.00 each
	1-1/2"	1-1/2"	\$6,185.00 each
	2"	2"	\$6,750.00 each
(e) Outside the City of Medford on paved streets			
	1"	5/8" x 3/4"	\$9,660.00 each
	1"	1"	\$9,615.00 each
	1-1/2"	1-1/2"	\$10,705.00 each
	2"	2"	\$11,270.00 each
(f) Outside the City of Medford: Contractor provides excavation, backfill, surfacing, etc.			
	1"	5/8" x 3/4"	\$1,600.00 each
	1"	1"	\$1,555.00 each
	1-1/2"	1-1/2"	\$2,650.00 each
	2"	2"	\$3,210.00 each

(g) Multiple services in one trench (credit)*		
Two services	(\$530.00)	each
Three or four services	(\$800.00)	each
* First service paved condition; second, third, fourth service unpaved condition		
(h) Cost in excess of 30' service length, per foot of extra service length		
Unpaved street	\$45.00	foot
Paved street	\$95.00	foot
(i) Materials for Dry Tap service connections - installed by prequalified contractor (use in combination with Meter Setting fee)		
<u>Service Size</u>	<u>Meter Size</u>	
1"	5/8" x 3/4"	\$680.00 each
1"	1"	\$645.00 each
(j) 1" Wet Tap and Service Installation - contractor provides all material, excavation, backfill, surfacing, etc. (use in combination with Meter Setting fee)		
	\$685.00	each
Sidewalk detour barricades and traffic plan (use in combination with installation of service connection fee)		
	\$400.00	each
Air Valves (Installation and/or Materials)		
(a) Materials for dry tap 1" air valves installed by prequalified contractor		
	\$1,800.00	each
(b) Installation of 1" wet tap air valves with contractor providing excavation/backfill/surfacing		
	\$2,025.00	each
Abandonment of meters		
(a) Excavation required		
	\$7,150.00	each
(b) Excavation not required/performed in conjunction with other work, or service size over 2".		
	At cost	each
Enlarge service – Section 5.3 (non-inclusive of SDCs) (use in combination with Meter Setting fee)		
(a) 5/8" x 3/4" to 1" with existing 1" service line		
	\$450.00	each
(b) All other – actual costs		
	At cost	each
Fire hydrant painting for new hydrant – Section 10.4		
	\$60.00	each
Fire service bypass meter (5/8" x 3/4" touch read)		
	\$610.00	each
ENGINEERING FEES		
Engineering Plan Review Fee*		
(a) Minor Site Plan		
	\$800.00	each
(b) Site Plan		
	\$1,300.00	each
(c) Subdivision/Partition (4 or less lots)		
	\$900.00	each
(d) Subdivision (5-25 lots)		
	\$1,200.00	each
(e) Subdivision (26-50 lots)		
	\$1,500.00	each
(f) Additional Reviews (over 3 reviews)		
	\$200.00	each
(g) Resubmittal (over 6 months elapsed from final review to construction)		
	\$300.00	each
(h) System Extension Analysis		
	\$450.00	each
* For projects not listed above or that are unique in scope or size, a review fee estimate will be provided with the results of plan completeness check review.		
Fire hydrant flow test		
(a) Flow test performed in field		
	\$300.00	each
(b) Data provided from model		
	\$100.00	each



Memorandum

TO: Commissioners Bob Strosser, David Wright, Jason Anderson, John Dailey, and Michael Smith
FROM: Beau Belikoff, Finance Manager
DATE: Wednesday, June 5, 2024
SUBJECT: Item 4.3 – Resolution 1935, Adopting the Budget for FY24-25
OBJECTIVE: Board Approval

Issue

The Proposed Budget for FY24-25 was presented to the Board of Water Commissioners on May 1st and 15th, 2024.

Discussion

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

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

1. Capital acquisitions are reported as capital outlay expenditures. No depreciation expense is recognized on this basis.

Financial Impact

\$135.1M in resources and requirements in all funds for the 2024-25 fiscal year.

Requested Board Action

Staff recommends approval of Resolution 1935, adopting the FY24-25 budget.

RESOLUTION NO. 1935

A RESOLUTION Adopting the Budget for Medford Water of the City of Medford, by and through its Board of Water Commissioners, for Fiscal Year 2024-25 Commencing July 1, 2024, and Making Appropriations Thereunder

WHEREAS, the Proposed Budget for Fiscal Year (FY) 2024-25, from and after the 1st day of July 2024, was prepared by the General Manager of Medford Water Commission as Budget Officer for the Board of Water Commissioners (Board); and

WHEREAS, the Proposed Budget has been heretofore reviewed by the Board, and published for the time and in the manner prescribed by Local Budget Law; and said Proposed Budget came regularly for the hearing before the Board, at the hour of 12:15 p.m., on the 5th day of June 2024; and

WHEREAS, the Water Fund and the Construction and Infrastructure Replacement Fund have been established in the Budget, and all Funds reflect any and all approved changes; and

WHEREAS, a public hearing was duly held at said time and place, due notice thereof having been given to the public, and the Board at said time did consider the Proposed Budget and the matters discussed at the public hearing;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, THAT:

SECTION 1. Medford Water, of the City of Medford, by and through its Board of Water Commissioners hereby adopts the Budget for FY2024-25, in the sum of \$135,123,629, and now on file in the Commission's Office.

SECTION 2. The amounts for the Fiscal Year commencing July 1, 2024, totaling \$135,123,629 are hereby appropriated by fund and program as shown on the functional schedule attached hereto, marked Exhibit A, and by this reference incorporated herein. The sum of \$34,087,279 is the estimated total unappropriated ending fund balances to be carried forward.

SECTION 3. The City Recorder is hereby directed to file with the City of Medford, Oregon, a copy of the Budget as finally adopted.

PASSED by the Board of Water Commissioners and signed by me in authentication of its passage this 5th day of June 2024.

ATTEST: _____
Amber Furu, Asst. Clerk of the Commission

Bob Strosser, Chair

EXHIBIT A TO RESOLUTION NO. 1935

ACTUAL 2021-22	Actual 2022-23	Budget 2023-24	WATER FUND	PROPOSED BUDGET 2024-25
			RESOURCES	
\$20,238,076	\$22,740,601	\$22,000,000	Water Revenue	\$23,500,000
\$1,297,525	\$969,032	\$600,000	Work Order and Fee Revenue	\$900,000
\$95,745	\$187,278	\$50,000	Investment Income	\$50,000
\$2,108,477	\$961,663	\$450,000	System Development Charges	\$500,000
\$636,682	\$0	\$500,000	Forest Product Revenue	\$300,000
\$11,918,354	\$18,541,277	\$25,581,665	Debt Proceeds	\$19,000,000
\$75,300	\$1,222	\$20,000	Grant Revenue	\$2,430,000
\$139,860	\$72,739	\$50,000	Miscellaneous Income	\$50,000
\$36,510,019	\$43,473,812	\$49,251,665	Total resources from operations	\$46,730,000
\$0	\$0	\$18,500,000	Transfer from other funds	\$0
\$9,035,047	\$15,491,840	\$18,863,846	Beginning fund balance available for appropriation (7/1)	\$9,528,598
\$45,545,066	\$58,965,652	\$86,615,511	Total resources	\$56,258,598
			REQUIREMENTS	
\$1,149,276	\$1,258,313	\$1,562,555	Source of Supply	\$1,569,465
\$578,599	\$675,722	\$798,792	Supply Pumping	\$997,273
\$2,224,105	\$3,312,066	\$3,019,113	Purification	\$3,810,155
\$262,354	\$337,444	\$331,084	Transmission	\$370,311
\$377,794	\$471,575	\$599,406	Distribution Pumping	\$601,592
\$3,111,521	\$4,180,955	\$4,713,989	Distribution	\$5,318,596
\$2,280,115	\$2,335,924	\$2,633,185	Customer Service, Collection & Meter Reading	\$2,960,757
\$2,319,490	\$983,668	\$1,027,308	Administration & General	\$1,003,435
\$1,078,643	\$900,409	\$600,000	Work Order and Fee Expense	\$600,000
\$13,381,897	\$14,456,076	\$15,285,432	Total operating requirements	\$17,231,584
\$13,499,124	\$24,698,297	\$64,298,000	Capital Expenditures	\$5,596,000
\$0	\$0	\$250,000	Operating Contingency Reserve	\$250,000
\$3,172,205	\$1,336,451	\$875,000	Transfer to other funds	\$24,800,918
\$0	\$0	\$0	Debt Service	\$3,210,000
\$16,671,329	\$26,034,748	\$65,423,000	Total nonoperating requirements	\$33,856,918
\$30,053,226	\$40,490,824	\$80,708,432	Total before ending fund balance	\$51,088,502
\$15,491,840	\$18,474,828	\$5,907,079	Unappropriated ending fund balance (6/30)	\$5,170,096
\$45,545,066	\$58,965,652	\$86,615,511	Total requirements	\$56,258,598

ACTUAL 2021-22	Actual 2022-23	Budget 2023-24	CONSTRUCTION AND INFRASTRUCTURE REPLACEMENT FUND	PROPOSED BUDGET 2024-25
			RESOURCES	
\$27,877	\$841,380	\$205,000	Investment Income	\$175,000
\$3,172,205	\$1,336,451	\$875,000	Transfer from Water Fund	\$6,807,000
\$24,866,726	\$28,066,808	\$29,401,808	Beginning fund balance available for appropriation (7/1)	\$13,639,113
\$28,066,808	\$30,244,639	\$30,481,808	Total resources	\$20,621,113
			REQUIREMENTS	
\$0	\$0	\$18,500,000	Transfer to Water Fund	\$0
\$28,066,808	\$30,244,639	\$11,981,808	Unappropriated ending fund balance (6/30)	\$20,621,113
\$28,066,808	\$30,244,639	\$30,481,808	Total requirements	\$20,621,113
ACTUAL 2021-22	Actual 2022-23	Budget 2023-24	BOND PROJECT FUND	PROPOSED BUDGET 2024-25
			RESOURCES	
-	-	-	Investment Income	\$250,000
-	-	-	Debt Proceeds	\$40,000,000
-	-	-	Transfer from Water Fund	\$17,993,918
-	-	-	Beginning fund balance available for appropriation (7/1)	\$0
-	-	-	Total resources	\$58,243,918
			REQUIREMENTS	
-	-	-	Administration & General	\$525,000
-	-	-	Total Operating requirements	\$525,000
-	-	-	Contingency Reserve	\$5,000,000
-	-	-	Capital Expenditures	\$44,422,848
-	-	-	Total nonoperating requirements	\$49,422,848
-	-	-	Total before ending fund balance	\$49,947,848
-	-	-	Unappropriated ending fund balance (6/30)	\$8,296,070
-	-	-	Total Requirements	\$58,243,918



Memorandum

TO: Commissioners Bob Strosser, David Wright, Jason Anderson, John Dailey and Michael Smith

FROM: Julie Smitherman, Water Resources & Customer Service Manager

DATE: Wednesday, June 5, 2024

SUBJECT: Item 5.2 – Resolution 1936, Adopting Revised “Regulations Governing Water Service”, effective July 1, 2024

OBJECTIVE: Board Approval

Issue

Modifications to Medford Water’s “Regulations Governing Water Service” document is periodically necessary for clarification of policy and alignment with modern requirements and practices.

Discussion

A review of the “Regulations Governing Water Service” document is completed annually and proposed modifications are considered by the Board of Water Commissioners.

Staff has completed the annual review of the document and updated sections as necessary to provide clarity, update policy, and allow our organization to better meet the needs of current customers and contractors.

The proposed modifications were presented to the Board during a study session on June 5, 2024. A redlined version of the document is attached.

Financial Impact

N/A

Requested Board Action

Staff recommends approval of Resolution 1936, adopting the revised “Regulations Governing Water Service” and repealing all previous “Regulations Governing Water Service”, effective July 1, 2024.

RESOLUTION NO. 1936

A RESOLUTION Adopting the Proposed Modifications to the “Regulations Governing Water Service” Document, Effective July 1, 2024

WHEREAS, proposed modifications to Medford Water’s “Regulations Governing Water Service” document are periodically considered by the Board of Water Commissioners; and

WHEREAS, the proposed modifications of specific sections are considered; and

WHEREAS, revision of sections within the document, as set forth and by reference made a part hereof, is necessary for clarification of policy and alignment with modern practices; and

WHEREAS, the Board of Water Commissioners approved proposed modifications to the Commission’s “Regulations Governing Water Service” at the regular meeting on June 5, 2024;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, AS FOLLOWS:

That the “Regulations Governing Water Service” are hereby revised as set forth in that document, which is on file in the Medford Water office and by reference made a part hereof, to become effective from and after the 1st day of July 2024, and that all prior “Regulations Governing Water Service” adopted by of the Board of Water Commissioners of the City of Medford, Oregon are hereby repealed.

PASSED at the regular meeting of the Board of Water Commissioners and signed by me in authentication thereof this 5th day of June 2024.

ATTEST: _____
Amber Furu, Asst. Clerk of the Commission

Bob Strosser, Chair



REGULATIONS GOVERNING WATER SERVICE

March 1, 2024



**MEDFORD
WATER**

200 S. Ivy St. – Rm. 177
Medford, Oregon 97501

water@medfordwater.org

541.774.2430



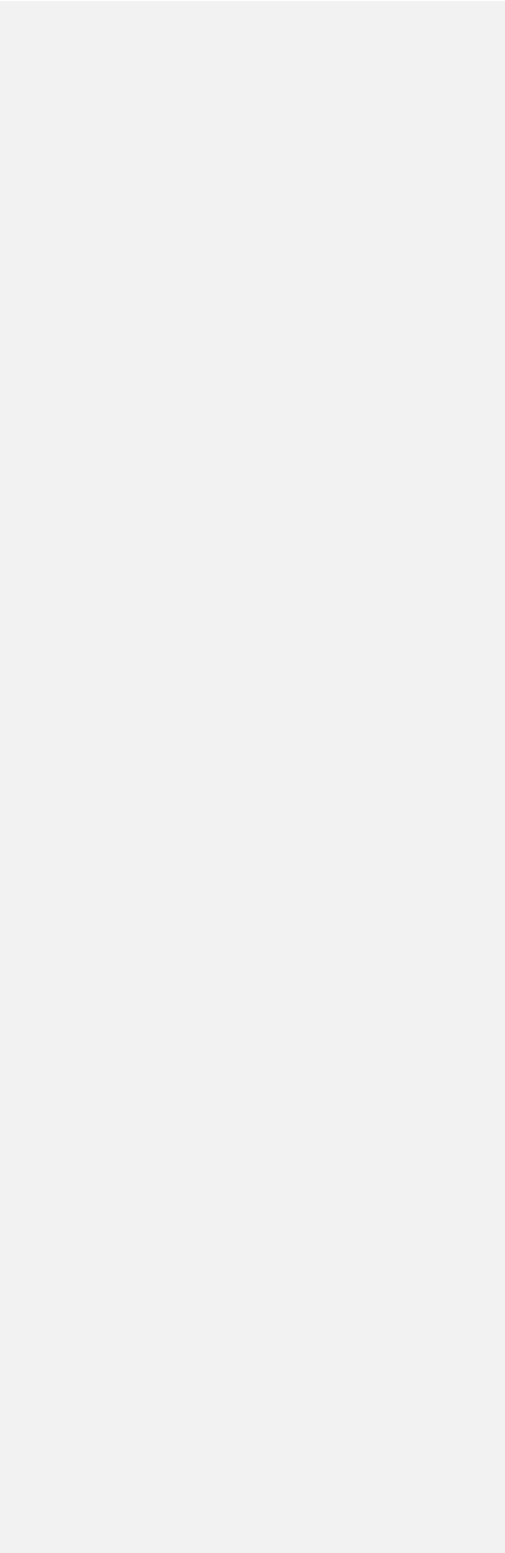
**MEDFORD WATER COMMISSION
REGULATIONS GOVERNING WATER SERVICE**

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ATTACHMENTS

- Exhibit A - Charges in Lieu of Assessment & Refund Districts - List of Streets, Alleys and Easements
- Exhibit B - System Development Charges
- Exhibit C - History of Outside Water Service and Resolution No. 1058
- Exhibit D - Charges for Special Services
- Exhibit E - Rate Schedules

PREFACE

Water service is furnished within the city limits of Medford and to certain other areas outside of the Medford city limits by Medford Water Commission (Commission), an autonomous agency of the City of Medford, Oregon.

Medford Water Commission was established through a change in the city charter on November 7, 1922. The utility is governed by the [Board of Water Commissioners](#). The board appoints the General Manager, who is authorized to direct the operations of the utility.

Commission directly serves Customers in the City of Medford and the unincorporated community of White City. Additionally, at its sole discretion the cities of Ashland, Central Point, Eagle Point, Jacksonville, Phoenix, Talent and two domestic water districts are served on a wholesale basis.

The following *Regulations Governing Water Service (Regulations)* apply to any person, firm, corporation or legal entity supplied with water service by Commission in accordance with its responsibility and authority set forth in the Medford City Charter.

It shall be the policy of Commission that the water service needs of the consumer will be reliably met without discrimination and in accordance with sound business principles; that rates will be uniform to all consumers within classifications; and that water service pricing will be based on providing the lowest reasonable rate to all consumers without special rate categories for selected social or economic classes of consumers.

It is the intent of Commission that these *Regulations* will provide the instructional requirements to the *Customer*, the many segments of the plumbing and building industries and to Commission staff that will achieve the common goal of efficient and high quality water service.

These *Regulations* may be viewed online at www.medfordwater.org, at Commission's office during regular business hours, or copies may be purchased in accordance with Commission's "Charges for Special Services."

SECTION 1 VISION, MISSION & VALUES

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

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

VISION
MISSION
VALUES

WORTH. To our community.
We deliver the best value for existing and future customers.

ACCOUNTABILITY. In everything we do.
We build strong relationships through open communication.

TRUST. We strive to earn it.
Public health is our number one priority.

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

RESPECT. For everyone.

SECTION 2 CONDITIONS OF SERVICE & ACCOUNT REQUIREMENTS**2.1 Conditions of Service**

These *Regulations Governing Water Service (Regulations)*, Rate Schedules and regularly scheduled miscellaneous charges apply to any person, firm, corporation or legal entity supplied with water service by Commission.

All persons desiring water service will be referred to as Customers. By applying for or accepting service from Commission, Customers agree to abide by all terms of Commission's policies, to provide any rights of way across their properties that Commission deems reasonably necessary to supply and/or meter such service, and to cooperate with Commission in the construction and maintenance of the facilities needed for such service.

Customers are responsible for furnishing, owning, and maintaining all materials and facilities required to distribute services beyond the meter for their service address. Customer is also responsible for installing protective devices to prevent backflow or cross-contamination of Commission water system when determined necessary by Commission personnel. If Commission-owned facilities are located beyond the meter, they will continue to be maintained by Commission. Customers will secure and pay for all necessary permits and costs of installing, upgrading, and maintaining utility materials and equipment necessary to safely accept Commission's services.

While Commission endeavors to supply reliable water services, Commission cannot and will not guarantee uninterrupted delivery of water services and will not be responsible for loss or damage to life or property resulting from the use of the supplied products or services or from non-Commission facilities.

Commission reserves the right to deny water service or refuse to extend water service where reasonable grounds for refusal are determined to exist. These grounds must be nondiscriminatory. Grounds for refusal could be based on, but not limited to, fraudulent applications, public health, safety, system reliability and/or capacity, or configuration limitations.

Commission may bill a Customer for any costs resulting from the Customer's failure to comply with the provisions of this policy. Public records will be retained in accordance with State of Oregon retention laws.

2.2 Application for Service

To start or stop service, Commission must be notified by phone or in person with a minimum notice of twenty-four (24) hours during regular business hours.

An "Application for Service" is a request for service only and does not constitute a contract until Commission is ready to deliver water service to the Customer. Applications for service must be complete with all required information submitted in a method acceptable to Commission under the circumstances. Requests for residential service from persons other than the Applicant will not be accepted without confirmation of a verified Account Holder in a form acceptable to Commission. In the absence of an approved application, pre-existing services at a property may be disconnected without notice. Upon application for service, Commission may conduct a credit evaluation of the Applicant and an additional deposit may be required based upon the credit evaluation.

Account holders are responsible for water service charges and fees, effective from the date Commission is requested to start service. Commission reserves the right to backdate the start of service to the last meter reading date if not notified of occupancy or responsibility in a timely manner. Customer will remain responsible for charges at the service location until Commission receives notice to disconnect the water service or the account is closed.

Whether or not Commission receives a joint application, where two or more adults occupy the same residence, they will be jointly and separately responsible for the water service supplied, for the payment for services provided, and will be billed by means of a single, periodic bill mailed or presented electronically to the Account Holder designated to receive the bill.

Water service may be discontinued or denied to a Customer until all unpaid balances owing to Commission or its assigned agency, by the same Customer, have been paid in full with verifiable funds or otherwise discharged. Commission also reserves the right to subsequently terminate service with notice if evidence confirms that an Applicant or Account Holder owes a debt to Commission that was not resolved at the time of service connection.

Aside from Commission, only Applicants, Account Holders or authorized agents may select and control the type and level of services at a given account's service location, including requests for connection, disconnection or transfer of water services. A non-refundable account processing charge may apply whenever water service is established, transferred or reactivated.

2.3 Information Required

Applicants for residential service shall provide Commission with the following minimum information at the time each account is opened: Full name; service address; mailing address; date of responsibility; employment; primary phone number for each Account Holder, and any additional information necessary to open an account for service. Additional information may include valid photo identification, proof of Ownership or tenancy of residence, e-mail address and additional Account Holder's name (where applicable).

2.4 Landlord and Property Management

Landlords or property management agencies must enter into a Landlord/Tenant agreement with the Commission. This agreement requires the water service to remain active in between tenants. The Commission is not responsible for any billing disputes between a landlord, property management agency, and/or tenant. It is the responsibility of the landlord to notify the Commission if the property is sold or used for purposes other than a rental unit(s).

2.5 Credit Establishment and Security Deposits

Commission requires a security deposit for new or existing accounts whenever it determines that there is financial risk. The minimum deposit is defined per Exhibit D, "Charges for Special Services." Financial risk may include, but is not limited to a Customer who:

- (1) has no established credit with Commission
- (2) is using a pseudonym with the apparent intent of avoiding payment of previous billings
- (3) is refusing to give information requested by Commission for the purpose of clarifying the Customer's identity or credibility
- (4) has a history of delinquent payments with Commission, or whose service has been discontinued for failure to pay bills when due
- (5) has used water service following illegal re-connection of service

A security deposit is not considered a payment on the account. Upon discontinuance of water service, the deposit will be applied to any closing bills and to the Account Holder. Commission may, after the deposit has been held for twelve (12) consecutive months, service has been continuous and all bills for such service have been paid promptly, apply the deposit to the depositor's account. No interest will be paid on deposits held by Commission.

A Customer may establish satisfactory credit using one of the methods below, if the Customer:

- (1) has been a Customer of Commission for one (1) year and has promptly paid all accounts due
- (2) provides a letter of credit from another utility
- (3) pays a deposit using verifiable funds

Any outstanding bills for previous service or miscellaneous charges must be paid before an application for new service will be accepted.

SECTION 3 BILLING

3.1 General Billing Information

Billing is in accordance with the charges and rates as regularly established by Commission. All Rate Schedules are based on monthly billing periods. Reference to one (1) month's service relates to the billing period but does not necessarily correlate to a calendar month. Commission reserves the right to read meters and present bills for longer or shorter periods.

Meters will be read on a monthly basis or at the time service transfers for the calculation of bills. Opening and closing bills for periods smaller or greater than normal will be pro-rated; the minimum billing period shall be for five (5) consecutive calendar days. Monthly service charges and standby fire service charges shall be pro-rated at the ratio of the number of days of service to a thirty (30) day month.

Bills will be based on the consumption to the nearest 1,000 gallons. No consumption charge will be made for amounts less than 1,000 gallons.

3.2 Bill Payment and Financial Assistance

Bills are payable upon presentation and past due after the due date on the bill. Commission allocates payments across all unpaid charges, paying oldest charges first and does not allocate payments to include or exclude specific charges. Late fees and charges apply per Exhibit D, "Charges for Special Services." Payment must be in the form of United States currency.

Payments may be made online, by phone, by mail, at utility drop boxes or in person at:

Medford Water Commission
200 South Ivy Street - Room 177
Medford, OR 97501-8601
(541) 774-2430
www.medfordwater.org

Past due payments should be made in person or over ~~the over~~ the phone with a live Customer service ~~agent-representative~~ to avoid delay.

If Commission is notified that a payment cannot be processed, the attempted payment will be considered a Non-Sufficient Funds (NSF) event, and the Account Holder will be charged accordingly. Commission may require payment with Verifiable Funds after an NSF event.

A Customer who questions or disputes a bill shall be encouraged to contact Commission before collection efforts become necessary. Refer to section 4 for additional information regarding non-payment of bills and disconnection of service.

Final bills that remain unpaid for 30 days past the due date may be referred to a collection agency.

Account Holders unable to pay the full amount of their bill may:

- (1) request a mutually acceptable Payment Arrangement that includes all current billings. Acceptance of partial payments in the past does not preclude Commission's right to require full payment. An Account Holder who has not kept prior payment commitments may be prohibited from entering a new Payment Arrangement. Payment Arrangements will usually not exceed sixty (60) days and will be in addition to all current billings. Acceptance of partial payments in the past shall not prevent Commission's right to require full payment in the future.
- (2) contact one of the community service agencies that Commission provides annual grants to. These agencies offer information and programs designed to assist with payment of water bills. It remains the Account Holder's responsibility to fully and timely pay all bills, and to apply for payment assistance when appropriate.

3.3 Estimated Annual Payments

An Estimated Annual Payment plan is available with one (1) yearly payment. The payment amount is calculated based on the previous twelve (12) months of water bills. Customers that elect to make an Estimated Annual Payment will receive an additional credit on their account equal to 3.5% of the annual payment amount. This is available for existing Customers with twelve (12) consecutive months of billing history at the current location. This is an estimated billing, which is not adjusted for rate or other account changes and is not guaranteed to last a full twelve (12) billing cycles. Customers will receive a monthly statement showing current charges and remaining credit balance. Once the credit balance has run out, it is the Customers responsibility to make regular monthly payments on the account. This credit can only be applied once in a 12-month period, and the account must be active all year.

3.4 Billing for Standby Fire Service

Standby Fire Service accounts are used for fire suppression purposes **only**. These accounts are metered and billed ~~at a flat rate~~ **monthly base rate**. There is no charge for water used to extinguish accidental fires or routine testing of the fire protection system. ~~However, if the Commission determines that water is being used for purposes other than fire suppression or routine testing, then consumption charges and/or a surcharge will be applied to the account.~~ Standby Fire Service accounts may be transferred but shall not be closed without written approval from the appropriate fire department. In the absence of a tenant, the service will be transferred into the property Owner's name.

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~~Water used for purposes other than fire suppression or routine testing will be switched to a domestic account and additional fees and/or charges will apply.~~

3.5 Special Accounts

Commission may refuse to serve two (2) or more separate houses or premises through one (1) meter. If any parcel is divided where one (1) existing meter is providing service to more than one (1) separate premise, a second service must be installed and may be charged a System Development Charge (SDC) - Exhibit B.

Where residences and commercial establishments are located on separate and distinct parcels of land, or in separately owned or managed buildings, and are served through one (1) meter, the commercial rate shall apply.

Where a residence and a commercial establishment are combined in one building or operated in connected buildings, they may be served by one (1) meter, and the commercial rate shall apply.

Common-use Facilities associated with nonresidential and multifamily structures comprised of more than one (1) unit will be served per the Rate Schedules in Exhibit E. Where a Master Meter is installed, Commission will not furnish or read auxiliary or sub-meters used for the Customer's convenience.

Commission acknowledges that there are certain grandfathered contractual arrangements currently in effect.

3.6 Intermittent Users

Where an existing dedicated service and meter can be utilized at Commission's discretion to supply water to intermittent Customers, rates will apply per Exhibit E, Rate Schedule 7.

3.7 Seasonal Disconnects and Vacation Holds

The Commission does not suspend the billing of base rates or offer discounted rates for seasonal disconnects or vacation holds. This applies to both water and irrigation accounts.

3.8 Resale of Water

The rate schedules cover the sale of water for the sole and exclusive use of the Customer. Redistribution of water through a piped system for resale is not allowed. The Customer shall not resell water supplied by Commission, except as permitted under Exhibit E, Schedule 5 (District Customers), Schedule 6 (Partner Cities), and approved water service agreements.

Resale of water may be allowed under certain circumstances. These rules are not intended to restrict the manufacture and resale of treated water products such as bottled water plants with treatment facilities which may significantly alter the chemical or physical quality of the water. Commission reserves the right to review individual water service applications for Customers intending to resell water products to ensure compliance with these rules.

3.9 Leak Adjustments

The Customer retains control over the use of water on the Customer's premises, and as such, the Customer is responsible for all the water passing through the meter, including water which may be lost or wasted through leaking pipes or fixtures. Commission may make allowance for water loss if the leak is beyond the Customer's control and provided the Customer makes an immediate and diligent effort to repair the leak as soon as possible after discovery.

When the repairs of such leak have been personally observed by a representative of Commission, Commission may, upon application of the Customer, make an adjustment for the water lost not to exceed fifty percent (50%) of the excess use caused by the leak for up to a maximum of three (3) months. The adjustment will be based on the last year's consumption, if available. If not, it will be based upon the average consumption of a similar Customer.

In order to receive a leak adjustment:

- (1) Account must be in good standing.
- (2) Total water loss must be more than twenty thousand (20,000) gallons.
- (3) Customer must repair the leak and contact Commission within sixty (60) days of discovery or notice from Commission to request a leak adjustment.
- (4) Once repair has been made, Customer has (30) days to submit a completed application for leak adjustment.

Applications will be reviewed by Commission and if approved, an account credit will be issued within one (1) to two (2) billing cycles. Leak adjustments exceeding one (1) per calendar year will be at the discretion of Commission.

3.10 Waste of Resource

Water is regarded as a precious resource and waste is discouraged, including waste resulting from leaks, improper operation of an irrigation system or behavioral actions. Customers will be required to

correct all issues that cause the waste of water on their premises in a timely manner. In the attempt to stop water waste, Commission shall be notified immediately of known water issues and will follow these procedures:

- (1) If Commission notices abnormally high usage, a courtesy notice will be made by phone or mail to the Customer. If it is determined that the high usage is due to a leak, it is the responsibility of the property Owner to correct the leak by the next billing cycle.
- (2) If corrective action does not appear to have been made after two (2) notices, steps will be taken which may include a surcharge on the account on the amount of water deemed as wasted, and/or termination of service. If additional time is needed to make repairs, an arrangement must be made with Commission.
- (3) Service may be terminated immediately if the waste is particularly blatant and irresponsible, the leak is excessive, there is apparent damage, or it creates a potential hazard to the property or surrounding area.
- (4) Restoration of service following termination shall be subject to the same charges in effect following termination of service due to nonpayment of water bills.

3.11 Appeals

A Customer in disagreement with a water bill, supplemental charge or fee, or other charge has the right to file an appeal with Commission. Commission may also consider appeals for water usage or service installation during mandatory curtailment declarations.

Pending resolution of the appeal, the obligation to pay undisputed and subsequent charges continues. Service(s) under appeal will continue during the appeal process provided that:

- no evidence of fraud, tampering or diversion is discovered
- a legitimate and valid appeal exists in which the facts asserted support continued service
- service has not already been disconnected

If a Customer fails to accept or comply with the Commission's decision, Commission may proceed with immediate collection efforts without further notice including, but not limited to, disconnection of the water service. The decision of the Commission is final.

SECTION 4 WATER SERVICE AVAILABILITY

4.1 Interruptions, Curtailments, Fluctuations, Shortages and Outages

Commission endeavors to supply reliable water service. However, it is inherent that there will be times of failure, interruption, suspension, curtailment or fluctuation. Commission cannot and will not guarantee constant or uninterrupted delivery of water service. Commission shall have no liability to its Customers or any other persons for any interruption, suspension, curtailment or fluctuation in water service, or for any loss or damages resulting from but not limited to the following:

- (1) Causes beyond Commission's reasonable control including, but not limited to, accident or casualty, fire, flood, drought, wind, action of the elements, court orders, litigation, breakdown of or damage to facilities of Commission or of third parties, acts of God, strikes or other labor disputes, civil, military or governmental authority, electrical disturbances originating on or transmitted through electrical systems with which Commission's system is interconnected, and acts or omissions of third parties.

- (2) Repair, maintenance, improvement, renewal or replacement of facilities, or any discontinuance of service (which in Commission's judgment is necessary) to permit repairs or changes to be made in Commission's source of supply, transmission or distribution facilities, or to eliminate the possibility of damage to Commission's property or to the persons or property of others. Whenever Commission schedules maintenance in advance which will require Customers to be without water service for more than one (1) hour, Commission will notify Customers as follows:
- a. At Commission's discretion, Customers will be notified in writing or orally depending on the circumstances.
 - b. The oral or written notice will include the following:
 - i. Reason for interruption
 - ii. Date and approximate time interruption will begin
 - iii. Expected duration of interruption
 - c. Whenever possible, Customers expected to be without service beyond one (1) hour due to a planned outage will be notified at least one (1) day in advance.
- (3) Automatic or manual actions taken by Commission (which in its sole judgment are necessary or prudent) to protect the performance, integrity, reliability, public health or safety, or stability of Commission's systems or any system with which it is interconnected. Such actions shall include, but shall not be limited to, the operation of automatic or manual protection equipment installed in Commission's systems, including, without limitation, such facilities as mains, pump and control stations, intakes and reservoirs.
- (4) Action taken by Commission to conserve utilities at times of anticipated deficiency of resources, including, but not limited to, non-voluntary curtailment or suspension of water services. For a description of voluntary and non-voluntary actions to be taken in the event of a water shortage and Customer responsibilities during a curtailment declaration, see the *Water Management & Conservation Plan, Section 4*, available on the Commission's website.

4.2 Disconnection/Reconnection at Commission's Discretion

- (1) Commission may disconnect water service(s) with written notice for failure to pay all charges when due. [This applies to all accounts including temporary water service from fire hydrants \(hydrant devices\) and residential accounts where the domestic meter also supplies water to fire sprinklers.](#)
- (2) Commission may disconnect water service(s) without written or verbal notice for any of the following reasons:
 - a. evidence of tampering/diversion, code violations, fraud
 - b. to protect health, life or property
 - c. violation(s) of any part of Commission policies and *Regulations*
 - d. where no Commission Account Holder exists for a service address
 - e. on a temporary basis for operational purposes

A Commission election to disconnect water service does not prevent Commission from exercising any other available rights under law, requiring compliance and imposing service fees or charges consistent with these *Regulations*.

Commission may reconnect water service(s) under the following circumstances:

- all charges for the service address have been paid in full using Verifiable Funds

-
- Commission judges that collection action has been satisfied

- all inspections and changes in plumbing of a disconnected service address, as required by local jurisdictions or agencies, are arranged by Customer at the Customer's expense

Where a property Owner of a disconnected premises is found to owe Commission past due monies for any premises provided with water service for the same property Owner, water service will not be started or resumed for any Applicant or Customer until outstanding debts are resolved to Commission's satisfaction.

If service has been discontinued by Commission and restored or tampered with, without Commission's authorization, Commission may remove the Customer's meter or disconnect the service from Commission's main. Under these circumstances, the service will not be reconnected until all bills, service charges, disconnection and re-connection costs, tampering fees, damages and deposits have been paid in full, and until Commission is satisfied that similar instances will not occur. In addition to the rights and remedies stated here, or as may be found elsewhere in State and local laws, Commission reserves its right to pursue legal recourse against the parties involved in, and/or benefiting from such illegal acts.

In emergency situations, where it is necessary for water service to be temporarily connected or disconnected to protect health, life or property, Commission will, at its discretion, take such action without notice or charge to the Customer.

4.3 Code Violations, Fraud and Failure to Pay

If a water regulation or code violation is detected, water service may be denied or discontinued without notice. Whenever water service has been discontinued or temporarily suspended by Commission for code violations, fraud, failure to pay all charges for service, or for violation of any part of these *Regulations*, service will not be resumed until the situation requiring such action has been resolved to the satisfaction of Commission and any other governmental agency having jurisdiction.

The Customer shall not permit any conditions to exist on their property relating to water services which would cause Commission to be out of compliance with applicable safety standards or result in a code violation attributable to Commission.

If any fraud against Commission relating to water services is detected, Commission may discontinue water service immediately without notice, refuse service or take other action permitted under law, including referral of the details to appropriate authorities for further investigation and action.

4.4 Tampering/Diversion

All Commission meters, equipment and services must not be tampered with. Commission maintains an ongoing program for detecting and deterring such activity through inspection, education, collection of costs and revenue loss, and referral to appropriate authorities for investigation and prosecution.

If water service disconnected by Commission is reconnected without Commission's authorization, Commission will remove the meter without notice. Commission will also impose applicable fees on the Customer's account in addition to charges for any actual costs of repair and replacement incurred by Commission. These charges are applicable to each tampering occurrence.

4.5 Temporary Discontinuance for Plumbing Repairs

During normal working hours, Commission will not charge fees to Customers requesting temporary discontinuance of service for plumbing repairs, other temporary discontinuance of service for less than thirty (30) days, or restoration of service after such discontinuance which requires Commission to go to the premises. When requests for these services are made after normal working hours, or if Customer

abuses this service, the Customer may be charged for Commission's cost of providing such special service in accordance with Exhibit D, "Charges for Special Services."

4.6 Temporary Service

~~Monthly charges for water furnished through a temporary service connection shall be based on the type of service and corresponding established rate schedule in Exhibit E. Temporary service connections shall be disconnected and terminated within three (3) months after installation unless an extension of time is granted in writing by the Commission or a longer period of time is authorized by Board resolution. Monthly charges for water furnished through a temporary service connection shall be based on the established rate schedule in Exhibit E.~~

The Applicant for temporary service will be required to pay:

- (1) the estimated cost of installing and removing all facilities necessary to furnish such service
- (2) a deposit sufficient to cover the water use during the entire period temporary service may be used, or to otherwise establish their credit
- (3) a deposit equal to the value of any equipment loaned by Commission to Applicant for use in temporary services

The Customer is responsible for damage to the device and meter.

4.7 Unsafe Apparatus

Commission may refuse to furnish water and may discontinue service to any premises where plumbing apparatus, appliances or equipment using water are dangerous, unsafe or not in conformity with plumbing codes, laws or ordinances. Five (5) days' written notice will be given before such discontinuance of service unless immediate discontinuance is necessary to protect health, life, or property.

Commission does not assume liability for inspecting apparatus on the Customer's premises or property. However, Commission does reserve the right of inspection if there is reason to believe that unsafe apparatus is in use.

4.8 Privately Owned Pipelines

Commission may discontinue the delivery of water to any privately owned main or pipeline where such main or pipeline is not maintained or constructed in accordance with the *Regulations* as now or hereafter adopted. Five (5) days' written notice will be given before such discontinuance of service unless immediate discontinuance is necessary to protect health, life, or property.

4.9 Cross Connections

Commission may immediately discontinue service to any premises where actual or potential cross connections exist. Compliance with cross connection control rules is mandatory. Cross connection control program rules are referenced in Section 12.

SECTION 5 SERVICE CONNECTIONS AND METERS**5.1 Ownership of Meters**

Commission shall own, install, and maintain all necessary meters for measuring the amount of water used by the Customer. Where a Master Meter is used, Commission shall not furnish or read auxiliary or sub-meters used for the Customer's convenience.

5.2 Installation and Maintenance

The installation and maintenance of service connections shall be performed only by duly authorized employees or representatives of Commission.

Charges for service connections are payable in advance and shall be in accordance with Commission's regularly scheduled charges and rates (refer to Exhibit D, "Charges for Special Services"). For service connections 3 inches (3") and larger, the full cost shall be made in advance of performance of the work. Reference Section 9.5 for SDC fees

5.3 Metered Service Connections

The normal standard is ONE (1) meter per tax lot unless any of the following situations apply.

- (1) Master Meter will be allowed, upon request, to serve multiple buildings under one (1) tax lot provided the property cannot be logically divided as determined by the Medford Planning Department and/or Commission.
- (2) More than one (1) meter will be allowed, upon request, to serve a duplex or ADU (Additional Dwelling Unit) development shall be separately plumbed for each premise.
- (3) Reference the Commission's Standards for Water Facilities for more details on requirements for metered service connections

5.4 Re-Setting Charge

If service to a premise has been discontinued and the meter has been removed, any Applicant for re-establishment of service shall be charged for re-setting the meter, based on the meter size, in accordance with Commission's regularly scheduled charges and rates.

5.5 Size and Location

Commission will install a service connection and meter of the size and location requested by the Applicant except that Commission reserves the right to determine the size and type of service connection and meter to be installed, based on the estimated rate of water use by the Applicant and pressure conditions and provided that the location complies with Commission's construction standards for service connections. The minimum size shall be a one-inch (1") service connection with a 5/8" x 3/4" meter. When the location of the service connection is selected by the Applicant, they shall assume full responsibility for interference with other structures, including existing underground utility installations.

5.6 Meter Tests

Commission will, upon request, test any Customer's meter. If the meter is found, upon test, to over-register more than two percent (2%), the Customer's billing shall be adjusted for a maximum of six (6) months to reflect the correction. No charge will be made to the Customer for the meter test except that if requests for testing meters are made by the Customer more often than once (1) every three (3) years, Commission may charge the Customer for the cost of making such test if the meter does not over-register more than two percent (2%).

5.7 Non-Registering Meters

Should any meter malfunction and incorrectly register the amount of water used by the Customer, the billing shall be computed by estimating the consumption with the previous year's usage for the same month or upon a reasonable comparison with the use of other Customers receiving the same class of service during the same period and under similar circumstances and conditions.

5.8 Inaccessible Meters

If the meter is inaccessible at the regular reading date, the billing consumption will be estimated with the previous year's usage for the same month, or by reasonable comparison with the use of other Customers receiving the same class of service during the same period and under similar circumstances and conditions.

If a Customer blocks access to the meter and has been given reasonable time to arrange for access to the meter and has not responded, Commission may surcharge their account. Adjustment will be made to the bill when the Customer has arranged for permanent access to the meter. Refer to the "Rights-of-Way and Right-of-Access" section for additional information.

5.9 Abandoned Service Connections

If a service connection to a premise has been abandoned for more than three (3) years, Commission may remove the service and meter setting. If the service is removed and the Customer wants to restore service to the property, a new installation charge will be due in accordance to section 5.2.

If a Customer requests relocation of meter, all costs related to new installation, including any increased SDCs and abandonment of the existing service, shall be paid for by the Customer. SDCs cannot be transferred or credited to other meters not on the original Tax Lot of property. Multiple services to be abandoned on a Tax Lot of property may apply related credited SDC's to pay for abandonment charges.

SECTION 6 RIGHTS-OF-WAY AND RIGHTS-OF-ACCESS

Commission shall be granted, at no cost, all rights-of-way, rights-of-access, and easements necessary to serve the Customer for the installation, maintenance, repair, replacement, removal or use of any or all equipment or materials used to supply and deliver water to the Customer.

Access at all times to the premises of the Customer for the purpose of reading of meters, testing, repairing, removing or exchanging any or all equipment belonging to Commission shall be deemed granted during the time that water service is accepted by the Customer. The Customer shall not store materials, park vehicles or otherwise over the water meter, or erect fences or other obstructions which would block access to reading of the Customer's meter, operation of valves or fire hydrants. It shall be the Customer's responsibility to remove or trim any shrubs, hedges or other plants which interfere with reasonable access for reading of meters or access to fire hydrants or valves. Reasonable access is defined as an unobstructed clear zone at least twelve (12) inches wide on all sides and 6 feet above the water facility in question. Fire hydrants require five (5) feet of clearance around the hydrant. If, after written notice, the Customer does not remove or trim interfering shrubbery, hedges or plants, Commission shall be granted all necessary rights-of-way and rights-of-access to perform such trimming. Commission gives the Customer thirty (30) days to accomplish their own trim and/or removal of material blocking access to the meter. If the situation is not corrected at the time of the next normal reading day, a Water Commission representative will perform the necessary work. Trim details and other information regarding access to meters are available upon request.

SECTION 7 DAMAGES AND RESPONSIBILITY**7.1 Responsibility for Customer Equipment**

The Customer shall, at their own risk and expense, furnish, install and keep in good and safe condition all equipment that may be required for receiving, controlling, regulating water pressure, applying and utilizing water, and Commission shall not be responsible for any loss or damage caused by the improper installation or inadequacy of such equipment, or the negligence, want of proper care or wrongful act of the Customer or any of their tenants, agents, employees, contractors, licensees or permittees in installing, maintaining, using, operating or interfering with such equipment.

No reduction will be made in charges for water service for lack of supply caused by freezing of the Customer's pipes or any other cause.

When requested to turn on water by a Customer, Commission shall not be responsible for damage to property caused by the release of water from spigots, faucets, valves or other equipment left in an open position, nor shall Commission be responsible for damages or injuries sustained through failure to exclude water from a premise.

7.2 Damage to or Alterations and Relocations of Commission's Property

The Customer shall be liable for any damage to equipment or property owned by Commission which is caused by an act of the Customer or their tenants, agents, employees, contractors, licensees or permittees, including the breaking or destruction of seals or locks.

If Commission's facilities are required to be altered or moved because of change, configuration or usage of any properties, the property Owner will be responsible for the full cost of the alterations.

SECTION 8 CONTROL VALVES**8.1 Separate Control Valves for Each Premise**

In the event that more than one premise is served through one meter, each premise shall have its own separate control valve which may be used by Commission for discontinuance of service. The location of such separate control valves shall be as approved by Commission.

8.2 Customer Control Valves

In accordance with the provisions of prevailing plumbing codes, the Customer shall install a suitable control valve which the Customer or their agent may utilize for controlling the water supply to the Customer's premises. Commission's control valve on the upstream side of the meter shall not be considered as fulfilling the plumbing code requirement for a separate Customer control valve although Commission may, at the Customer's expense, install a Customer control valve on the downstream side of the meter and within the meter box for use by the Customer. Any person or agent of any person, other than authorized employees of Commission, who operates any valve or curb stop on the upstream side of the meter shall do so at their own risk, and Commission will hold any such person responsible for the cost of repairing any damage to such valve or curb stop caused by such operation.

As a part of the installation of new service connections, Commission will install a Customer control valve on the downstream side of the meter and within the meter box. When a Customer control valve in the meter box does not now exist, Commission may, at the request of the Customer, install such Customer control valve at the expense of the Customer in accordance with its regularly scheduled charges for such work.

SECTION 9 DISTRIBUTION SYSTEM EXTENSIONS**9.1 Procedure**

Distribution extensions, including lateral water mains, and special facilities such as reservoirs and pump stations that are required specifically to provide pressure or storage for an exclusive area may be financed and installed under any of the following procedures:

- (1) By private contract based on plans prepared by a registered professional engineer which have been reviewed and approved by Commission and with dedication of the facilities to Commission upon completion and acceptance. Acceptance of facilities installed under this procedure shall be with the provision that Commission shall be indemnified and saved harmless from any and all defects appearing or developing in the workmanship or materials in such installations for a period of one year after acceptance by Commission. This procedure is normally used for development of subdivisions or commercial properties.
- (2) Construction by contract with Commission or by Commission forces in accordance with plans prepared by Commission forces and payment of the cost of the project by Commission or in part by Commission or entirely by others. This procedure is normally used for the installation of transmission water mains, reservoirs or pump stations benefiting a large portion or the entire system.
- (3) By petition to the Medford City Council by Owners of property which would be benefited by the installation of the facilities requesting installation of the distribution system extension and payment of the cost by the benefited property Owners through the assessment procedure (LID's). This procedure is normally used where there are existing streets without water mains and where there are multiple property Owners.

9.2 Policy on Sizing

- (1) Sizing of water facilities necessary to serve a development shall be determined by the "Medford Water Commission Standards for Water Facilities" and at the discretion of the Engineering Division of the Commission. The normal size of lateral mains for single-family residential areas is eight inches (8"). For permanently dead-ended mains not supplying hydrants and not exceeding two hundred feet (200') in length, 4-inch (4") mains may be used, depending on the number of service connections to the main. On permanently dead-ended lateral mains supplying fire hydrants, Commission may require a minimum main size of eight inches (8"). The normal size of lateral mains for commercial, industrial, and multiple-family areas shall be twelve inches (12").
- (2) In all commercial, industrial or residential areas, the main shall be extended through the tax lot requesting service. If the development requesting service occupies both sides of the right-of-way on which the main is being extended, then the main extension must extend totally through the lots requesting service. If a main extension has been installed to serve one side of a right-of-way, and the lot requesting service is on the other, then the main extension shall extend to the end of the lot.

9.3 Policy on Distribution System Extension Financing

As a matter of general policy, Commission's investment in facilities required for main oversizing will be limited to the cost of pipe materials only and based on invoices provided by the developer. Evidence of competitive bids for material may be required prior to construction. In some cases where conditions are beyond the norm (larger diameter pipe involving extra laying and excavation costs or rock excavation) pre-approved, additional oversizing costs may be allowed.

Applicants for extension of the water distribution system by Commission may be required to advance to Commission, prior to construction, the estimated reasonable cost of the mains and any additional facilities that are required specifically to provide pressure or storage exclusively for the service requested. Or, if the project is to be financed through assessments, the assessment may include the entire cost of the mains, and any additional facilities that are required specifically to provide pressure or storage exclusively for the service requested.

9.4 Charges in Lieu of Assessment (CLAs) and Refund Districts (RDs)

When application is made for a service connection to a main for water service to a lot or parcel of property abutting on the street or other easement wherein such main is located, and said property has never been assessed for any portion of the cost of constructing said main, or when a lot or parcel of property has been benefited by, but never assessed for transmission mains and/or any additional facilities for provision of pressure or storage, before such application is granted and the service connection installed, the Applicant shall be required to pay an in-lieu charge in accordance with Commission's regularly scheduled charges and rates. Or, in the event that an assessment rate has been established by city ordinance for a portion of said main or for a transmission main or any additional facilities required for storage or pressure, the CLA shall be as indicated in Exhibit A of these [Regulations](#).

Upon annexation or upon receiving water service to any property not included in Exhibit A, the Owner/Applicant may be required to pay an in-lieu charge if the property has never been assessed for the water facilities serving the property.

If the application is for service to a flag lot (for purposes of this section, a flag lot is defined as a lot having less than fifty-seven feet (57') of frontage and with the building on the lot being one hundred feet (100') or more distance from the street), the CLA shall be in accordance with Commission's regularly scheduled charges for CLA for flag lots. Or, if an assessment rate has been established, the minimum frontage to be used in determining the amount of the CLA shall be fifty-seven feet (57'). This paragraph shall apply only when the application is for connection to a water main owned by Commission. CLAs shall be in addition to the charges for service connection installations.

Refund Districts

When Owners are required to extend mains across property which can receive direct benefit, and such property is not, will not or cannot pay their proportionate share of the cost of the extension, Commission, upon request, shall set a Refund District agreement for that main. The term of this agreement shall be twenty (20) years. Commission shall be the sole judge as to the amount to be charged for each future connection to the main. No interest or other charges shall be allowed, and the assessment shall be based on the actual cost of the main extension. Commission shall collect the prorated share of the cost of the main extension and refund this amount to the developer who paid the cost of the extension. **In-lieu charges (CLAs and RDs) shall be in addition to the charges for service connection installations.**

9.5 System Development Charges

Certain portions of the water system may be subject to System Development Charges (SDCs) to pay for transmission, distribution, storage and pumping capacity or to pay the cost of special facility needs to provide service to the property. A SDC is also collected for all new services or for services that are enlarged, which covers the costs of treatment plant and distribution water main expansion.

SDCs shall be paid in full prior to water service installation. For subdivisions and site development involving construction of new water improvements, full payment of SDCs may be deferred until upon completion and acceptance of water improvements, but prior to setting of any water meters. (See Exhibit B, "System Development Charges.") These fees shall be in addition to applicable CLAs, special charges, or service connection fees.

9.6 Private Pumps

- (1) It is the policy of Commission to discourage the use of private individual booster pump systems to the public distribution system. No pump shall be directly connected to the incoming water supply line due to potential contamination during mainline repair depressurization. An air gap shall exist between the incoming water supply line and any booster pump. If the water service is additionally for sprinklered fire suppression, the use of a commercially designed fire pump system meeting both the State Fire Code and Commission *Regulations* will be reviewed for each individual situation.

A pump found directly connected to Commission water without an air gap shall have three (3) weeks to correct the situation. A loss of prime or low pressure cut out switch set at the State standard of twenty (20) psi shall be installed until the situation is corrected. If the situation is not corrected, water service will be terminated. (See Section 4.7, "Unsafe Apparatus".)

- (2) Commercial industrial water service for sprinklered fire suppression, having inadequate water pressure, will use a commercially designed fire pump system meeting both the State Fire Code and Commission *Regulations* that will be reviewed for each individual situation. The pumping facility must be designed to ensure that minimum pressure will be maintained in the Commission's distribution system. This may include throttling valves, variable speed pumps, low capacity pumps and alarm systems.

9.7 Design Parameters

Standards and requirements for engineering design are defined in the current "Medford Water Commission Standards for Water Facilities."

SECTION 10 PUBLIC FIRE HYDRANTS

10.1 Fire Hydrants for Public Use

Commission will accept and maintain public fire hydrants within public streets and rights-of-way and fire hydrants installed on private property when such hydrants are for public use. Private hydrants located behind a fire service may be installed to support private development. The cost of fire hydrants and their installation and any water mains required solely for fire protection shall be borne by the benefited property Owners (Easements will be required for such hydrant located on private property).

When fire hydrants are installed in conjunction with new water mains, the cost of the hydrant installations shall be included with and made a part of the water main cost to be paid for by the benefited property Owners in accordance with Section 21.2 and 21.5 of these *Regulations*.

The number and location of fire hydrants shall be in accordance with applicable Jackson County Fire

Districts #3 and City of Medford Fire Department.

Public fire hydrants are for the sole use of the Commission, Medford Fire Department, or those designated by the Commission within the city limits of the City of Medford and water districts served by the Commission.

Use of private fire hydrants is restricted to fire protection only.

10.2 Use of and Damage to Fire Hydrants

No person or persons, other than fire department, water utility personnel or designated persons shall operate any fire hydrant or in any manner damage or tamper with fire hydrants. Any violation of this regulation will be prosecuted according to law.

10.3 Moving of Fire Hydrants

When a fire hydrant has been installed in a location in accordance with approved plans or as specified by the Fire Department, Commission has fulfilled its obligation. Persons desiring a change in location, size or type of fire hydrant shall bear all cost of such changes. Any change in the location of a fire hydrant must be approved by the fire department and Commission.

10.4 Painting of Fire Hydrants

Commission charges a fee for painting each new fire hydrant. Refer to Exhibit D, "Charges for Special Services."

10.5 Temporary Service from Fire Hydrants

Commission may allow public fire hydrants to be used on a "temporary" basis by contractors for filling of tank trucks on a day-to-day basis upon making formal application. Temporary service from private fire hydrants will not be allowed. Water taken from a fire hydrant is Non-Potable Water. It is important to remember that fire hydrants are an essential part of the community's fire protection program and utilization of them for temporary service can delay or hamper their effectiveness. Utilization of fire hydrants for temporary service shall be limited to ninety (90) days. Extension of this period may be granted by request.

No hydrant may be utilized without a Commission installed backflow and control device. During peak construction periods, a shortage of devices may occur, and allocation will be on a first come, first serve basis. Commission reserves the right to limit one device per company.

Charges for fire hydrant temporary service shall be at Commission's regularly established schedule of charges and rates. Such charges include Commission's cost of furnishing, installing, maintenance, and subsequent removal of the device and the cost of water used. Such charges are based on the use of a single hydrant and moving of the equipment shall constitute a separate charge. [Commission may disconnect water service\(s\) with written notice for failure to pay all charges when due. Refer to section 4.2 for additional information regarding non-payment of bills and disconnection of service.](#)

Persons responsible for unauthorized use of fire hydrants without Commission's flow control and backflow protection equipment shall be charged a tampering and inspection fee and for water used in accordance with Commission's regularly scheduled charges and rates.

Temporary service will be provided from November 1 through March 1 if the Applicant provides adequate protection against freezing weather conditions. The temporary fire hydrant connection must be protected, to Commission's satisfaction, within two (2) hours of installation. If the device is not adequately protected, within two (2) hours, the device will be removed, and the Applicant's installation charge forfeited. The contractor shall be responsible for the cost of repair of any device damaged by freezing or neglect.

Contractors performing work within the city limits of the City of Medford and existing surrounding water

districts or service area that are not master metered may be allowed to utilize temporary service from a fire hydrant. The water taken from a fire hydrant may not be used or transported to other areas outside of our service boundary. Water from the temporary service is for the exclusive use of the contractor or their designated subcontractor for the express project identified on the application for service.

10.6 Bulk Water Sales from Fire Hydrant

Bulk water sales from fire hydrants are not allowed. Bulk water can be purchased at 821 N. Columbus Ave., Medford, and also at the Jackson County Public Works shop located at 724 Antelope Road in White City.

SECTION 11 PRIVATE FIRE SERVICE

Standards and requirements for private fire protection services are defined in the current "Medford Water Commission Standards for Fire Protection Systems."

Use of private fire services or private fire hydrants is restricted to fire protection only.

SECTION 12 PREVENTION OF CONTAMINATION BY BACKFLOW & CROSS CONNECTIONS

Standards and requirements for cross connection issues are defined in the *Medford Water Commission Standards for Backflow Protection Assemblies*.

12.1 Private Wells and Auxiliary Water Supplies

Oregon Health Division rules strictly prohibit interconnection of other water supplies with a municipal system without the installation and maintenance of approved backflow protection. Auxiliary water supplies (private wells, piped irrigation sources, etc.) are major cross connection control hazards and therefore, must be effectively isolated from the domestic water supply.

- (1) Commission Cross Connection policies and requirements for Customers with private wells are as follows:
 - a. Premise isolation (with approved Reduced Pressure (RP) assembly installed directly behind the meter) is required for all properties with auxiliary water sources.
 - b. No backflow protection is required if a well can be verified to be permanently inactivated by removing the well pump and associated plumbing, and welding the well casing closed. In such cases, formal abandonment in accordance with requirements of the Jackson County Water Master should be pursued by the property Owner.
 - c. If the well remains active, an approved RP back flow assembly is required at the service connection. The RP backflow assembly shall drain to daylight and be protected from freezing. On-site plumbing is the responsibility of the local plumbing authority.
 - d. Visual inspection of a weld sealed well casing is required to avoid installing backflow protection.
- (2) Rainwater harvesting or gray-water systems shall be evaluated on a case-by-case basis.
- (3) A new service to any premise with an active well or other auxiliary water supply on-site shall be locked OFF until the installation and initial test of a RP is verified by Commission.
- (4) An existing service to any premise with an active well or other auxiliary water supply on-site shall be required to be retro-fit with a RP at the service connection.

- (5) Plumbing permits are required when installing backflow prevention assemblies.
- (6) All backflow prevention devices are subject to annual inspection and testing. The cost of annual performance testing and any required maintenance is the responsibility of the device Owner. Annual testing and routine maintenance for backflow prevention assemblies located on "single-family residential" service connections may be included in Commission's "Residential Backflow Protection Program" detailed in Section 12.2.

12.2 Residential Backflow Protection Program

To accomplish the common goals of maintaining safe drinking water while providing high quality Customer service, Commission has adopted a program to assist single-family residential Customers with the annual testing and maintenance requirements for backflow prevention assemblies. The Residential Backflow Protection Program provides annual testing and routine repair services for all privately owned backflow assemblies located on single-family residential services.

Backflow prevention assembly installation and initial performance testing is the responsibility of the device Owner. Assemblies will be adopted into the program thereafter. All backflow prevention assemblies remain the ~~responsibility~~~~property~~ of the ~~property-~~~~Owner~~~~Customer~~.

Commission will provide annual testing and routine repair services only. Major repairs such as valve replacements or device replacements are not covered in this assistance program. Program costs are recovered in a base-level charge applied equally to all single-family residential water services.

Customers may opt to secure their own annual testing services in lieu of allowing Commission representatives access to test and repair the assembly.

12.3 Commercial, Industrial and Multi-Family Backflow Protection

All Commercial Systems and Multi-Family Units shall be required to install backflow protection at the service connection to the premise with service installation, remodel, tenant improvements, and/or change of use. The degree of hazard protection will be determined by MWC.

In addition, backflow prevention assemblies for protecting community water systems shall be installed at the service connection to premises where an approved air gap does not exist and:

- (1) There is an auxiliary water supply which is, or can be, connected to the potable water piping;
- (2) There is piping for conveying liquids other than potable water, and where that piping is under pressure and is installed in proximity to potable water piping;
- (3) There is intricate plumbing which makes it impractical to ascertain if cross connection exists.
- (4) There is backsiphonage potential.

12.4 Irrigation Systems

All irrigation systems that are connected to potable water lines shall be equipped with a backflow device. Refer to Medford Water's Standards for Backflow Prevention Assemblies for approved backflow devices.

12.5 Backflow Testing and Reporting

It is the responsibility of any backflow prevention assembly tester performing tests and maintenance on backflow prevention assemblies to submit records of such tests and maintenance to the Commission. At such a time when a backflow test and maintenance portal is implemented by the Commission, testers will be required to enter test results directly into the online portal.

SECTION 13 AIR CONDITIONING AND REFRIGERATION

13.1 Definitions

For the purpose of this section, the following terms shall have the following meanings:

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- (1) The terms "air-conditioning system" and "refrigeration system" shall include any combination of equipment, whether compressor or other type, by which heat is removed from the air and from which the accumulated or effluent heat is wholly or partially removed by the use of water.
- (2) "Air-conditioning system" shall mean an installation for maintenance, by heat removal, of temperatures which are not less than 60° F.
- (3) "Refrigeration system" shall mean an installation for maintenance, by heat removal, of temperatures which are less than 60° F.
- (4) "System" shall mean any combination of apparatus, individual unit, group or collection of units supplied with water through any Customer service pipe connected to the public water system.
- (5) "Rated capacity in tons" shall be considered as not less than the following:
 - a. total maximum BTU's per 24 hours of capacity of the installation divided by 288,000; or
 - b. the nameplate horsepower of any compressor prime mover unit, for any air-conditioning installation; or
 - c. two-thirds of the nameplate horsepower of (b) above, for any refrigeration installation.

13.2 Water Use and Conservation

All air conditioning systems and refrigeration systems having rated capacities exceeding three (3) tons per 24 hours using water cooling equipment shall be of enough capacity to ensure that the requirements for make-up water when operating under a full loading at maximum summer temperatures will not exceed:

- (1) Evaporative coolers, cooling towers and spray ponds 0.05 gallons per minute per ton of rated capacity
- (2) Adiabatic coolers 0.2 gallons per minute per ton of rated capacity

13.3 Installation and Sanitary Protection

No piping connection shall be installed which would permit direct use of water from the public water system and which would allow the by-passing in part or in entirety of the necessary evaporative condenser, cooling tower, spray pond or other water-cooling equipment.

13.4 Effective Date of Compliance

For new installations, these *Regulations* shall be effective immediately.

Existing installations shall be modified to conform to the provisions of these *Regulations* whenever such existing installations are improved, increased in capacity, relocated or changed in any manner. If a critical condition develops in the public water supply system, all installations not equipped to conserve water shall be subject to immediate discontinuance upon notice.

13.5 Water Source Heating/Cooling Pumps

A demonstration project allows a limited number of water source heat pumps to be installed in the system. No additional water source heat pumps are allowed.

SECTION 14 GROUND WIRE ATTACHMENTS

The attachment of any electrical ground wire to any plumbing which is or may be connected to a service connection or main belonging to Commission by any person shall be at their own risk. Commission will

assume no liability for damage to property or injury to the persons caused by such ground being made ineffectual through removing of a meter or other break in electrical conductivity or the use of plastic or other nonconducting materials. Commission will hold the Customer liable for any damage to its property caused by such ground wire attachments.

SECTION 15 SURGE CONTROL

Commission may discontinue service to Customers when the Customer's rate of water use is suddenly changed as caused by a quick closing valve or other device which creates excessive pressure surges in the public water system. Commission may approve the installation and operation of surge suppression devices by the Customer at the Customer's expense as a condition of continued service.

SECTION 16 IRRIGATION

16.1 Rate of Use of Water

Commission may require that landscape or garden watering systems with a capacity exceeding twenty (20) gallons per minute be operated only during off-peak hours of 9:00 p.m. to 6:00 a.m. If customer refuses to comply with such a request, a surcharge may be added to customer's bill or water service could be terminated.

16.2 Water Waste

Where water is wastefully or negligently used on a Customer's premises which adversely affects the surrounding property, Commission may discontinue service to the premises if such conditions are not corrected after notice. (See also Section 3.10, "Waste of Resource".)

SECTION 17 WATER PRESSURE STANDARDS

For the provision of water service to Customers, the desired minimum water distribution main pressure is thirty-five (35) pounds per square inch. Applications for service from mains having operating pressure less than the minimum may be denied and such Applicants shall be given the option of initiating the installation of the necessary distribution system facilities to provide water service above the minimum pressure in accordance with Commission's distribution system extension policy and procedure. Where service is presently provided at water pressure in the distribution main of less than the minimum it may be discontinued or included in long range planning for future correction.

Customers who receive water pressure in excess of eighty (80) psi are encouraged to install and maintain pressure reduction valves. All costs associated with the installation and maintenance of these pressure control devices shall be the responsibility of the Customer.

SECTION 18 SURPLUS WATER

18.1 Use of Surplus Water

Water disposed of or sold outside of the boundaries of the City of Medford shall only be surplus water.

18.2 Rights to Surplus Water

Customers' rights of use of surplus water of Commission shall not be prior or superior to the rights to the use granted to others by Commission and shall at all times be subject to the *Regulations* of Commission. Limiting or restricting the supply of water to any Customer is in the sole discretion of Commission, when deemed advisable or necessary for the distribution and use of the surplus water of the City of Medford, taking into consideration the Commission water system, the condition of the water system, the surplus water available, requirements and use, and such other conditions as Commission

shall deem pertinent.

18.3 Surplus Bulk Water Sales

Surplus Bulk Water is available from Medford Water at 821 N. Columbus Ave., Medford, Oregon. Maximum weekly limit is 3,500 gallons. Maximum water volume per month is 15,500 gallons. Water in larger volumes are available at the Jackson County Public Works Facility at 724 Antelope Road, White City, Oregon upon set up of account with Jackson County. Medford Water maintains water sales records by customer including license plate of the vehicle used to haul the water. Only one account per vehicle license is allowed. Once maximum volume is reached water will not be dispensed until new time period begins. Bulk water is used and hauled at your own risk. Rights to purchase water will be rescinded if terms and conditions are not followed. Refer to Exhibit E (Schedule 11) for rate information.

SECTION 19 UTILITY AND MUNICIPAL CUSTOMERS

19.1 Contracts

Commission requires a contract for service to utility and municipal Customers. Such contract shall set out the maximum quantity of water to be supplied, the maximum rate of use of water, the location of the connection or connections, the location of the area to be supplied, a requirement that service to the Customer shall be in accordance with these *Regulations* and the current and future water rates that may be modified or changed by Commission and such other provisions as Commission may deem necessary. Contracts with utility Customers will allow for operation and maintenance of the utility Customer's facilities by Commission forces.

19.2 Extension of Facilities

At the time of entering into a contract with Commission, utility Customers shall file with Commission a written legal description of the area to be served by the utility Customer and the utility Customer shall not supply service outside of such described area without written consent of Commission. Utility Customers shall have received the written consent of Commission before annexing and serving additional areas. The area in which municipal Customers may supply water service is defined in the water supply contract for each entity.

SECTION 20 PUBLIC RECORDS REQUESTS

Commission strictly adheres to all provisions of ORS 192.314, Right to Inspect Public Records. Fees may be charged to reimburse all costs associated with making non-exempt records available to the public per Exhibit D, "Charges for Special Services."

SECTION 21 ADJUSTMENTS AND REVISIONS

Commission reserves the right to change these *Regulations*, Rate Schedules, and regularly scheduled miscellaneous charges as it deems necessary. Where applicable, these *Regulations* cancel and supersede all previous *Regulations* issued by the Commission.

These *Regulations* are available for inspection on Commission's website and in the office during regular business hours. Copies may be purchased in accordance with Commission's regularly scheduled charges and rates.

SECTION 22 DEFINITIONS

Account Holder	An individual, partnership, corporation or governmental agency or agent of any of these receiving water service.
Applicant	An individual, partnership, corporation or governmental agency or agent of any of these applying for water service.
Commercial Service	All water service except that defined as residential or industrial and including service to governmental agencies.
Commission	The Board of Water Commissioners of the City of Medford or its authorized agents or employees.
Customer	An individual, firm, corporation, or governmental agency receiving water service from Commission.
Customer Line	The pipe, valves, and facilities leading from the meter, or shut-off valve, or double detector check in the case of a fire service, into the premises served.
Standby Fire Service	The provision of water service exclusively for fire sprinkler systems, hose connections, and private fire hydrants using water only for extinguishing fires or for testing.
Group Customer	Customers served as a group through a master meter where one Customer of the group is responsible for payment of monthly charges.
Industrial Service	The provision of water service to premises wherein the manufacturing or processing of a product is performed.
Irrigation Account	Water Service that is provided through a separate meter that supplies water for outdoor use only.
Landlord/Owner	The person or business who owns the property is the owner. The person or business who the owner has an agreement with to manage and rent the property to a tenant is the landlord.
Main	A water line two inches (2") or larger in diameter and designed or used to serve more than one (1) premise.
Municipal Customer	Incorporated cities purchasing wholesale water from Commission.
Premise	A continuous tract of land, building, or group of adjacent buildings under a single control with respect to use of water and responsibility for payment.

Residential Service	Water Service to any structure used primarily for residential purposes and which is not an integral part of a commercial venture.
Multiple-Family Residential Service	Service to a premise which consists of two or more dwelling units (structure or the part of a structure that is used as a home, residence or sleeping place by one person who maintains a household or by two or more persons who maintain a common household).
Service Connection	The pipe, valves and other facilities extending from the main to and including the meter, or in the case of a fire service, to the shut-off valve or double detector check in the vault. In the case of a fire service where there is no shut-off valve, or when the DDC device is within the structure, Commission's responsibility for the service connection ends at the edge of the public right of way.
Surplus Water	Remaining water available for contractual sale after unrestricted use by Commission, its customers and special Commission agreements with others within and without the City of Medford.
Temporary Service	Service for circuses, bazaars, fairs, construction work, and similar uses of a short term or transient nature and any service that does not meet the requirements for permanent service line or main or main extension.
Tenant	A person who occupies a property rented from an owner/landlord.
Transmission Main	Those water mains that normally provide water for a large area and transport water for long distances for distribution by distribution mains.
Utility Customer	Domestic water districts incorporated under Oregon State Statutes or private corporations organized for the provision of water service to 15 or more premises.
Water Service	Water furnished within the city of Medford and certain other areas outside the city limits by Commission.



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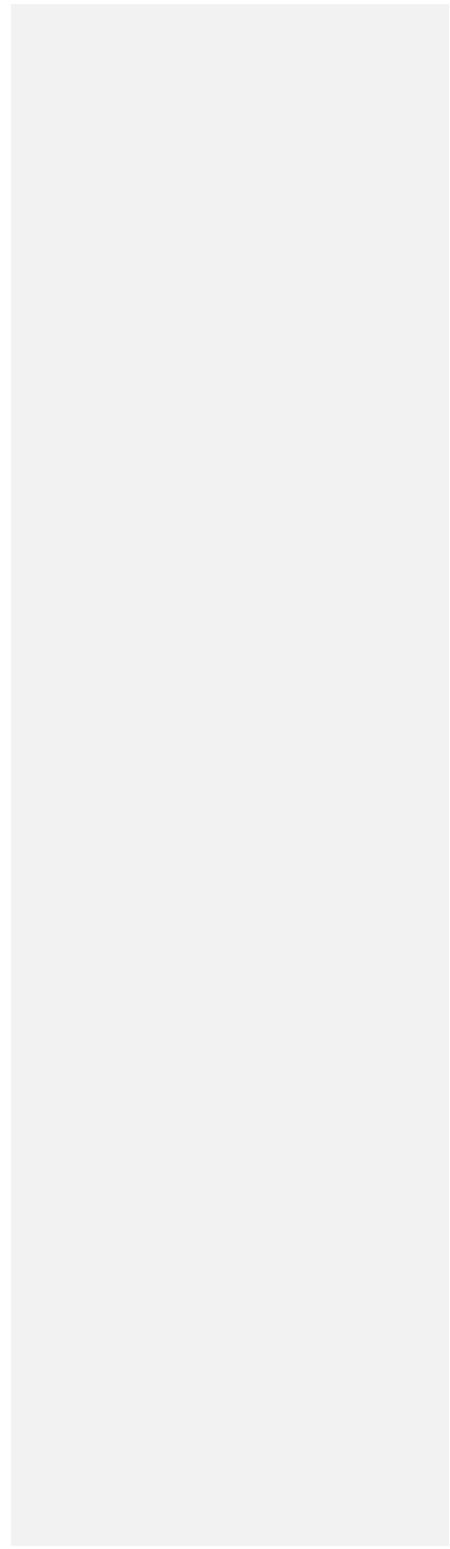


EXHIBIT A TO REGULATIONS GOVERNING WATER SERVICE

**LIST OF STREETS, ALLEYS AND EASEMENTS
FOR CHARGES IN LIEU OF ASSESSMENT (CLAs & RDs)**

Effective July 1, 2023

In accordance with the "Regulations Governing Water Service", the following in-lieu charges (marked as **CLA**) are to be collected by Medford Water Commission (MWC) from all applicants for new service connections to the water mains installed by MWC if the applicant's property fronts on or is adjacent to the alley, street or easements. Also listed are "Refund Districts" (marked as **RD**) established by Resolution for refunding moneys to developers who installed water lines, which benefit property owners developing property subsequent to installation of the water line.

In-lieu charges are based on water main size and street condition*:

Water Main Size / Street Condition	Charge in Lieu, per foot, per side of street
8" Unpaved	\$45.00
8" Paved	\$75.00
12" Unpaved	\$61.00
12" Paved	\$91.00

NAME OF STREET	CLA OR RD	AMOUNT TO CHARGE PER FT.	SIZE OF MAIN	PORTION SUBJECT TO IN LIEU CHARGES
Aerial Hts Dr Res #1547 (Expires 05/6/2024)	RD	\$21.91	8"	744'; 3,440' (+/-) W of Cherry Ln to 4,175' (+/-) W of Cherry Ln; N&S sides (Pay: 55% to Gordon Dickerson, 2207 Quail Point Terrace, Medford OR 97504; 45% to James Post, 17480 Holy Names Dr - Unit 312, Lake Oswego OR 97034-5153)
Airport Rd	CLA	\$45.00	6"/24"	Both sides from Airport to Table Rock Rd
Airport Rd at Biddle Rd Res #1851 (Expires 12/21/2042)	RD	Proportionate share per acre developed per Reso 1851	12"	Southwest corner of Airport Rd and Biddle Rd. Maplot #s 372W12A1102 & 372W12A1151 (Pay: Celtic Services, Inc., P.O. Box 680453, Marietta, GA 30068)
Albert St	CLA	\$45.00	4"	W side from Prune to Dakota
Barnett Rd	CLA	\$45.00	12"	N Phoenix Rd to city limits, N side
Aster Street Res #1863 (Expires 03/15/2043)	RD	\$30.21	8"	Aster St from approx 390 feet west of Cherry St to approx 760 feet west of Cherry St (Pay: RD Properties Oregon LLC, 171 Ehrman Way, Medford, OR 97502)
Biddle Rd	CLA	\$45.00	6"/12"/2"	Both sides Crater Lake Hwy to Airport Rd
Biddle Rd	CLA	\$45.00	6"	Both sides from Morrow to McAndrews
Biddle Rd	CLA	\$45.00	4"	Both sides from McAndrews to 685' S of McAndrews
Blanche Ln Res #1812 (Expires 05/03/2042)	RD	\$28.55	8"	487' of 8", Blanche Ln from Thomas Road to approximately 250 feet east of Thomas Road (Pay: Stella RE Investments LLC, 843 Castro St, Mountain View, CA 94041)
Brookdale Rd	CLA	\$45.00	8"	Both sides from Big Butte Springs Line #2 to McAndrews
Brookdale Rd	CLA	\$45.00	24"	Both sides from Big Butte Springs Line #2 to boundary of the #1 pressure level
Brookdale Rd	CLA	\$45.00	6"	Both sides from McAndrews Rd to Lone Pine Rd
Capital Ave	CLA	\$45.00	8"	N side from Reservoir #3 to E end of street
Cherry Ln	CLA	\$45.00	10"	From Stanford to city limits, S side
Cherry St	CLA	\$45.00	8"	Meadows to Prune - within city limits
Chestnut St	CLA	\$45.00	14"	Both sides from Stewart to Prune

NAME OF STREET	CLA OR RD	AMOUNT TO CHARGE PER FT.	SIZE OF MAIN	PORTION SUBJECT TO IN LIEU CHARGES
Chestnut St	CLA	\$45.00	6"	Lot 1, B13 Benson Addition, SW corner Chestnut & Meadows Ln
S Columbus St	CLA	\$45.00	20"	Both sides from Stewart to city limits
Corona Ave	CLA	\$45.00	6"	Both sides from Grand to 800' N of Hilton
Corona Ave	CLA	\$45.00	8"	Both sides from Grand to McAndrews
Covina Ave	CLA	\$45.00	4"	Both sides from Crater Lake Ave to Grand
Crater Lake Ave	CLA	\$45.00	20"	Both sides from Spring St to McAndrews Rd
Crater Lake Ave	CLA	\$45.00	6"/14"	Both sides from McAndrews to Covina
Crater Lake Ave	CLA	\$45.00	12"	W side from Stevens to Saling
Crater Lake Ave	CLA	\$45.00	6"/14"	Both sides from Roberts W to Delta Waters
Crater Lake Ave	CLA	\$45.00	6"/16"	Both sides from Delta Waters to 700' N of Delta Waters
Crater Lake Hwy	CLA	\$45.00	14"	SE side from Whittle to extension of Corona
Crater Lake Hwy	CLA	\$45.00	6"	SE side from Delta Waters to Whittle
Crater Lake Hwy	CLA	\$45.00	14"	NW side opposite Delta Waters; Whittle to Martin Station
Crews Rd	CLA	\$45.00	24"	NW side from Table Rock to 140' NE of Pepper extension
Dakota Ave	CLA	\$45.00	6"	S side from Columbus to Chestnut
Delta Waters Rd	CLA	\$45.00	6"	Both sides from Crater Lake Ave to Crater Lake Hwy
Delta Waters Rd	CLA	\$45.00	16"	N side, E of Tahitian to city limits; S side, Stonebrook to city limits
Dixie Ln	CLA	\$45.00	8"	From 1457 Dixie Ln S to 1617 Dixie Ln, both sides
Ellendale Dr	CLA	\$45.00	8"	Both sides within city limits from Barnett to Halsey
Foothill Rd	CLA	\$45.00	16"	E side Hillcrest S to Caperna
Foothill Rd	CLA	\$45.00	12"	Hillcrest N to Lone Pine, both sides within city limits
Garfield St	CLA	\$45.00	24"	Both sides from Peach to Columbus
Garfield St	CLA	\$45.00	24"	Tax Lot 2600
Garfield St	CLA	\$45.00	4"/6"/24"	S side from Marsh Ln to city limits and N side from Kenyon to city limits
Grand Ave	CLA	\$45.00	4"	Both sides from Crater Lake Ave to Covina
Grand Ave	CLA	\$45.00	6"	Both sides from Covina to Corona
Grand Ave	CLA	\$45.00	4"	Both sides from Corona to Poplar Dr
Groveland Ave	CLA	\$45.00	6"	Both sides from Oakwood to Woodlawn
Halsey St	CLA	\$45.00	24"	Both sides of entire street
Harrison Ave	CLA	\$45.00	6"	N side from Valley View to Sunrise
Hart Avenue (Expires 7/06/30)	RD	\$28.09	8"	400', on Hart Ave from Agate St to approximately 400 Feet North of Agate Street (Pay: Horton Homes Inc., PO Box 3354, Central Point Oregon 97502)
Highcrest Dr	*	*	*	*Note to File Gary Whittle, Stardust PS/Zone 5
Highland Ave	CLA	\$45.00	16"	W side from 100' S of Keene Way to Greenwood; E side from 100' S of Keene Way to Roxy Ann, and E side from Siskiyou to Greenwood
Hilton Rd	CLA	\$45.00	6"	Both sides from Corona to Crater Lake Hwy
Hilton Rd	CLA	\$45.00	12"	Both sides from Crater Lake Hwy to Biddle
South Holly	CLA	\$45.00	8"	From Stewart to Garfield, E side
Jackson St	CLA	\$45.00	16"	North side from Sunrise to Barneburg
Jeanette St	CLA	\$45.00	14"	Both sides Prune to Meadows Ln
Lewis St	CLA	\$45.00	6"	Entire street within city limits
Lone Pine Rd	CLA	\$45.00	6"/8"	Both sides from Springbrook to Big Butte Springs Line #2

NAME OF STREET	CLA OR RD	AMOUNT TO CHARGE PER FT.	SIZE OF MAIN	PORTION SUBJECT TO IN LIEU CHARGES
Marsh Lane Res #1667 (Expires 12/06/27)	RD	\$25.74	8"	624', from the intersection of Sparrow Way and Marsh Lane to 580' south of Sparrow Way (Pay: Rue Noblesse LLC, 935 Town Centre Drive, Suite A Medford Oregon 97504)
Mason Wy	CLA	\$45.00	6"	Sage Rd to Joseph, S side within city limits (credit Elk City Water District for half)
McAndrews Rd	CLA	\$45.00	14"	Within city limits, NW side from S Pacific RR to Jackson St
McAndrews Rd	CLA	\$45.00	20"	Both sides from Crater Lake Ave to Biddle
McAndrews Rd	CLA	\$45.00	8"	Both sides from Biddle to Riverside
McAndrews Rd	CLA	\$45.00	8"	Both sides from Brookdale to Springbrook
McAndrews Rd	CLA	\$45.00	6"	Both sides from Springbrook to 466' W of Springbrook
Meadows Ln	CLA	\$45.00	8"	Both sides from Jeannette W to city limits
Midway Rd	CLA	\$45.00	10"	Both sides from Table Rock to Merriman Rd
Midway Rd	CLA	\$45.00	24"	Both sides from Biddle to Bear Creek
Modoc	CLA	\$45.00	24"	Both sides from Ridge Wy to McAndrews
Morrow Rd	CLA	\$45.00	4"	Both sides from Corona to Biddle
Murphy Rd	CLA	\$45.00	8"	E side from Country Club Dr to Dellwood Pl
Murphy Rd	CLA	\$45.00	8"	Both sides from Dellwood Pl to Barnett Rd
Oregon Ave	CLA	\$45.00	16"	N side from Sunrise to Oregon Terrace and S side from Sunrise to Berkeley Wy
S Pacific Hwy	CLA	\$45.00	12"	Stewart Avenue S to city limits, W side
N Phoenix Rd	CLA	\$45.00	16"	Both sides, Barnett to Cherry Ln within city limits
Nicholas Lee Way Res #1682 (Expires 03/01/28)	RD	\$26.73	8"	387', from Maple Park Dr to Katie Mae Dr (Pay: R Horton Homes Inc., 1984 Rabun Way, Central Point Oregon 97502)
Nicholas Way Res #1683 (Expires 10/27/27)	RD	\$26.73	8"	170', from Francine Ct to 170' north of Francine Ct (Pay: R Horton Homes Inc., 1984 Rabun Way, Central Point Oregon 97502)
Penn St Ref Powhatan Ave				
Powhatan Ave Res #1718 (Expires 04/16/2029)	RD	\$27.54	8"	1050' of 8" in Powhatan Ave, west side from Garfield St to Prospect St, and east side from Garfield St to 1050' south of Garfield St; 340' of 8" in Prospect St, from Lillian St to Powhatan Ave; and 180' of 8" in Penn St, from Lillian St to 180 east of Lillian St (Pay: Sullivan Development, LLC, Dennis Sullivan, 1985 Rossanley Drive, Medford, Oregon 97501)
Prospect St Ref Powhatan Ave				
Prune St	CLA	\$45.00	14"	Both sides from Chestnut to Jeanette
Richmond Ave	CLA	\$45.00	16"	Both sides from Oakwood to Woodlawn
Ridge Way	CLA	\$45.00	6"	Both sides from Modoc to Valley View
Ridge Way	CLA	\$45.00	6"	S side from Wabash to Keene Wy
Ridge Way	CLA	\$45.00	6"	Both sides from Berkeley Way to E end Ridge Way
S Riverside Ave	CLA	\$45.00	8"	E side from Stewart to Boyd
Roberts Rd	CLA	\$45.00	6"	Both sides from Springbrook to Crater Lake Ave
Roberts Rd	CLA	\$45.00	6"	Both sides from Crater Lake Ave to Corona
Ross St	CLA	\$45.00	6"	E side from Humphrey S to city limits
Spring St	CLA	\$45.00	20"	Both sides from Valley View Dr to Crater Lake Ave
Springbrook Rd	CLA	\$45.00	6"/8"	Both sides from McAndrews to Delta Waters Rd

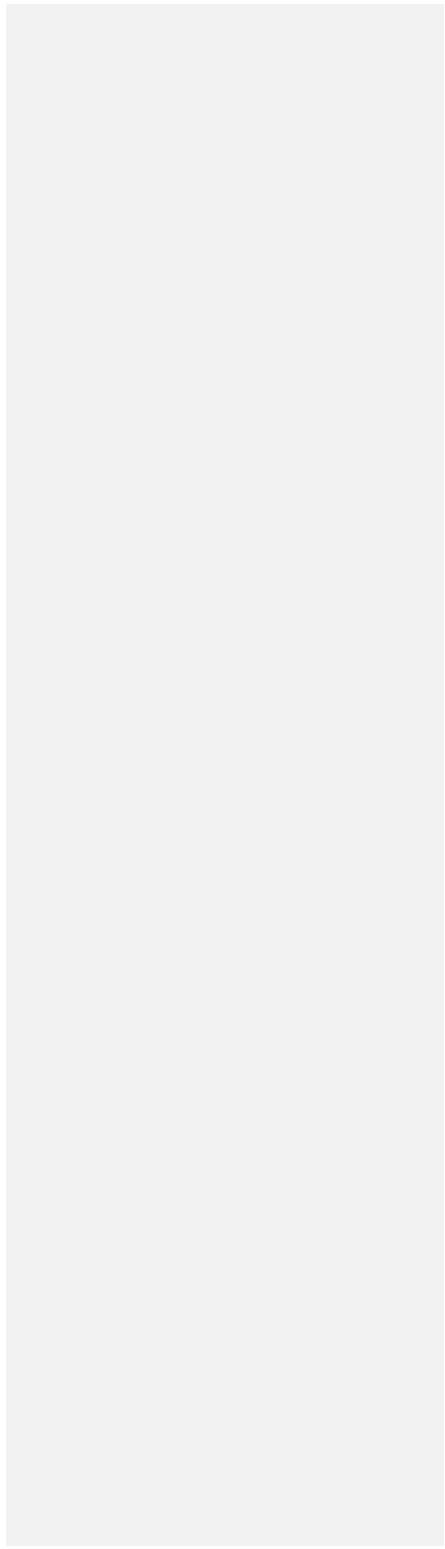
NAME OF STREET	CLA OR RD	AMOUNT TO CHARGE PER FT.	SIZE OF MAIN	PORTION SUBJECT TO IN LIEU CHARGES
S Stage Rd Res #1702 (Expires 06/22/2026)	RD	\$123.71	12"	720' of 12", S Stage Rd from S Pacific Hwy to 725' west of S Pacific Hwy (Pay: Bernard Young, 3929 Monte Vista Drive, Medford Oregon 97504)
S Stage Rd Res #1703 (Expires 06/22/2026)	RD	\$1,633.14 per acre	24" boring and casing	80' of 24" boring and casing across Central Pacific Railroad on S Stage Rd; see Exhibit A attached to Reso for area covered. (Pay: Bernard Young, 3929 Monte Vista Drive, Medford Oregon 97504)
Stanford Ave	CLA	\$45.00	12"	E side; High Oaks to Cherry Lane
Stewart Ave	CLA	\$45.00	14"/16"	S side Oakdale to Chestnut Street
Stewart Ave	CLA	\$45.00	16"/30"	Both sides Chestnut to city limits
Stewart Ave	CLA	\$45.00	12"	S Holly E to S Pacific Hwy, S side
Sunrise Ave	CLA	\$45.00	8"	Both sides Spring St to Harrison
Sunrise Ave	CLA	\$45.00	16"	W side from Jackson to Aloha
Sunset Drive Res #1629 (Expires 07/29/2026)	RD	\$40.00/\$23.59	12"/8"	326' of 12", Sunset Drive from Tivoli Dr to Thomas Rd; and 905' of 8", Thomas Rd from Sunset Dr to 905' north of Sunset Dr (Pay: McJoya Properties & Development LLC, 685 Market Street, Medford Oregon 97504)
Table Rock Rd	CLA	\$45.00	6"	E side from Airport Rd S
Table Rock Rd	CLA	\$45.00	6"	W side from Morningside, N to city limits
Table Rock Rd	CLA	\$45.00	30"	NE side to city limits
Thomas Rd Ref Sunset Drive		\$45.00		
Thomas Rd Res #1812 (Expires 05/03/2042)	RD	\$28.55	8"	487' of 8", Thomas Rd from approximately 160 north of Westwood Drive to approximately 650 north of Westwood Drive (Pay: Stella RE Investments LLC, 843 Castro St, Mountain View, CA 94041)
Valley View	CLA	\$45.00	20"	Both sides Ridge Wy to Spring St
Valley View	CLA	\$45.00	6"	Both sides Harrison to Ridge Wy
Vilas Rd	CLA	\$45.00	20"	Both sides from Table Rock Rd to Crater Lake Hwy
Western Ave	CLA	\$45.00	12"	W side, Humphrey to 2 nd
Western Ave	CLA	\$45.00	12"	W side from Humphrey S to city limits
Woodlawn Drive	CLA	\$45.00	16"	Both sides from Groveland to Barneburg
EASEMENTS:	CLA	\$45.00	16"	Extension of Saling Ave from Crater Lake Ave to Medford Shopping Center

*These rates will apply to new mains subject to CLAs; existing mains will stay at the revised CLA charge for an 8" water main in unpaved condition.



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RESOLUTION NO. 1902

A RESOLUTION of the City of Medford, Oregon, By and Through its Board of Water Commissioners, Modifying System Development Charges (SDCs) for Water Treatment and Transmission Facilities, to \$2,225.62 per Equivalent Residential Unit (ERU), Using the Methodology and Other Provisions Relating to Imposition and Collection of SDCs, Effective October 1, 2023

WHEREAS, on July 1, 1994, Medford Water adopted Resolution Nos. 773 & 774, establishing and imposing SOC's for water treatment and transmission facilities; and

WHEREAS, Medford Water reviews SOC rates annually and revises capital project costs to reflect changes in the *Engineering News-Record* Construction Cost Index (CCI), modifications to the master facility plans, and modifications to the list of eligible projects as approved by the Board of Water Commissioners; and

WHEREAS, the SOC for Water Treatment and Transmission Facilities was last modified in September 2022; and

WHEREAS, the 2023 SOC review identified capital improvements which effectively modify the capacity of treatment plant and transmission facilities; and

WHEREAS, Staff presented a study session on the staff review on April 19, 2023; and

WHEREAS, at their September 6, 2023, meeting, the Board of Water Commissioners reviewed the calculations, and Staff's recommendation to modify the SOC for Water Treatment and Transmission Facilities from the current amounts based on the following meter sizes and weighting factors:

Meter Size	Weighting Factor	SOC Charge
3/4"x3/4"	1	\$2,225.62
1"	1.6	\$3,560.99
1 1/2"	4.3	\$9,570.16
2"	5.7	\$12,686.03
3"	18.6	\$41,396.51

* Meters four inches (4") and larger may be sized for combined fire and consumption demands. Applicants whose projects will require these large meters are required to pay the SOC based on the actual meter size installed. The applicant may, one year after completion of the project, ask for a review of their consumption patterns. If the maximum consumption demand is less than that which is available for the meter size installed, a reduction in the fee to the approximate meter size will be allowed. If the consumption patterns change for those customers who have qualified for a reduction in SOC fees, the Commission, City or Water District may require the payment of additional SOC fees.

WHEREAS, a public hearing to consider modification of the SOC for Water Treatment and Transmission Facilities was held on September 6, 2023, and noticed according to Oregon statutory requirements;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, AS FOLLOWS, THAT:

Effective October 1, 2023, the SDC to be collected for water treatment and transmission facilities, in the modified amount of \$2,225.62 per ERU, as set forth in the annual staff review, attached as Exhibit A and by reference made a part hereof, with 100 percent (100%) being a reimbursement and improvement fee, with payment due and payable at the time the improvement plans are approved for the proposed development.

PASSED by the Board of Water Commissioners and signed by me in authentication of its passage this 6th day of September 2023.

ATTEST:     

RESOLUTION NO. 1902

090623

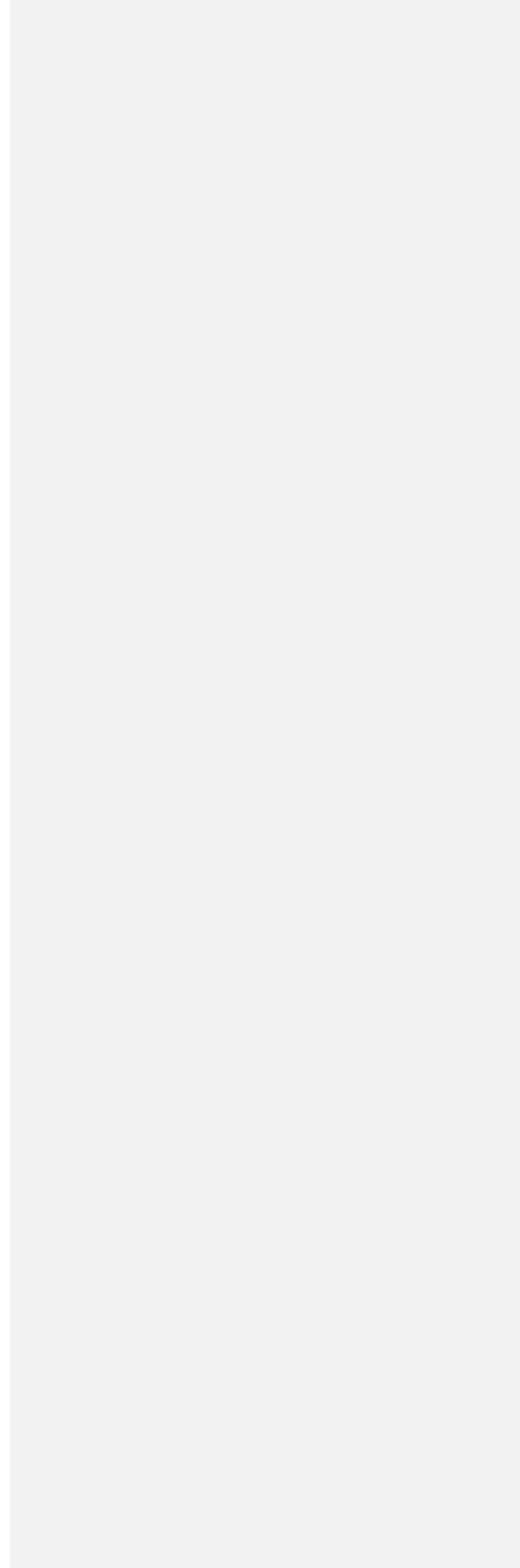


EXHIBIT A TO RESOLUTION 1902 - PAGE 1 OF 3

Medford Water Commission
 System Development Charge Study
 System Wide SDC Calculation
 Exhibit 1

SDCs For: TREATMENT PLANT AND TRANSMISSION EXPANSION - 30/45/65 MGD

CIP/Asset #	Capacity-Increasing Project Description (Constructed Reimbursement or Future Improvement)	Capital Improvement PI	Installation Year	Years in Service or Year of Estimate (4,5)	Annual Average CCI for Installation Year (7)	Original or Estimated Asset Cost (\$) (8)	Portion Eligible (%) (11)	WIFIA Project? (3)	Original or Estimated SDC Cost (\$) (10)	Present Estimated Cost (2022\$) (2)	ERUs (1)	Present Worth (PW) Cost per ERU (\$) (1)
I. WATER TREATMENT PLANT EXPANSION (Increase of 15 MGD TO 65 MGD = 50 MGD)												
CADU26060	DUFF-HIGH SVC PUMP		1981	42	3535	54,957	100%		54,957	\$ 202,216	53,733	3.76
CADU26860	ROGUE RIVER INTAKE		1982	41	3825	184,269	100%		184,269	\$ 626,590	53,733	11.66
CADU27160	DUFF PLANT FILTERS		1983	40	4066	572,179	100%		572,179	\$ 1,830,210	53,733	34.06
CADU26300	DUFF PLANT ADDITION		1983	40	4066	300,852	100%		300,852	\$ 962,325	53,733	17.91
CADU26320	DUFF PLANT ADDITION		1983	40	4066	36,468	100%		36,468	\$ 116,650	53,733	2.17
CADU04780	COAGULATION BASINS @ DUFF		1989	34	4615	454,169	100%		454,169	\$ 1,280,115	53,733	23.82
CADU38820	DUFF HIGH SVC PUMP #5		1997	26	5826	184,171	100%		184,171	\$ 411,171	53,733	7.65
CADU38800	ROGUE INTAKE PUMP #1		1997	26	5826	237,389	100%		237,389	\$ 529,983	53,733	9.86
CADU42890	DUFF PHASE II PURIFICATION EQUIPMENT - ORIGINAL COST INCLUDES UP		2000	23	6221	2,079,186	3%		51,990	\$ 108,698	53,733	2.02
CADU43930	DUFF PLANT PHASE III FILTER EXPANSION		2000	23	6221	1,120,269	100%		1,120,269	\$ 2,342,191	53,733	43.59
CADU43940	DUFF PLANT PHASE III FILTER EXPANSION		2000	23	6221	1,034,094	100%		1,034,094	\$ 2,162,023	53,733	40.24
CADU46370	DUFF EFFLUENT PIPING & METERING		2003	20	6695	121,564	100%		121,564	\$ 236,186	53,733	4.40
CADU46760	DUFF ELECTRICAL UPGRADE 50%		2004	19	7115	829,214	50%		414,607	\$ 757,929	53,733	14.11
CADU48331	DUFF WASH WATER LAGOON (50% SDC FUNDED)		2009	14	8575	4,279,371	50%		2,139,685	\$ 3,245,605	53,733	60.40
CADU48821	DUFF INTAKE FISH SCREENS (50% SDC FUNDED)		2010	13	8802	1,903,049	50%		951,524	\$ 1,406,018	53,733	26.17
CADU49080	DUFF HIGH SERVICE PUMP		2010	13	8802	246,067	100%		246,067	\$ 363,601	53,733	6.77
CADU50588	Duff 65 MGD (Nominal) Raw Water Pump #1 Design/Construct		2016	7	10338	817,243	25%		204,311	\$ 257,049	53,733	4.78
CADU50605	Duff 65 MGD Flocc-Sed/Rapid Mixer Design - 50% expansion p	14-00009	2017	6	10737	921,852	50%		460,926	\$ 558,389	53,733	10.39
CADU50605	Duff 65 MGD Flocc-Sed/Rapid Mixer Construct - 50% expansio	14-00009	2017	6	10737	10,939,309	50%		5,469,655	\$ 6,626,218	53,733	123.32
CADU50605	Duff 65 MGD Flocc-Sed/Rapid Mixer Design - 50% expansion p	14-00009	2018	5	11062	531,063	50%		265,531	\$ 312,220	53,733	5.81
CADU50605	Duff 65 MGD Flocc-Sed/Rapid Mixer Construct - 50% expansio	14-00009	2018	5	11062	6,301,945	50%		3,150,973	\$ 3,705,010	53,733	68.95
CADU50605	Duff 65 MGD Flocc-Sed/Rapid Mixer Design - 50% expansion p	14-00009	2019	4	11281	183,553	50%		91,776	\$ 105,814	53,733	1.97
CADU50605	Duff 65 MGD Flocc-Sed/Rapid Mixer Construct - 50% expansio	14-00009	2019	4	11281	2,178,158	50%		1,089,079	\$ 1,255,657	53,733	23.37
CAME48810	Rogue Intake Land		2011	12	9074	654,968	100%		654,968	\$ 938,836	53,733	17.47
CAME50543	Wetlands Mitigation Land - Duff		2015	8	10035	275,365	100%		275,365	\$ 356,899	53,733	6.64
CADU49081	Wetlands Mitigation Land - PCT		2014	9	9807	449,994	100%		449,994	\$ 596,846	53,733	11.11
CAME49180	Vernal Pool Fence		2012	11	9308	11,768	100%		11,768	\$ 16,444	53,733	0.31
CADU50935	Duff Engineered Lagoons 5-8		2021	2	12133	4,741,208	100%		4,741,208	\$ 5,082,539	53,733	94.59
CADU51101	Ozone Generators	D12	2022	1	13007	4,316,302	44%	31%	597,276	\$ 597,276	69,853	8.55
CADU51103	Duff Clear Well Baffles		2022	1	13007	579,915	100%	31%	182,379	\$ 182,379	69,853	2.61
											688.47	

EXHIBIT A TO RESOLUTION 1902 - PAGE 2 OF 3

Medford Water Commission
 System Development Charge Study
 System Wide SDC Calculation
 Exhibit 1

SDCs For: TREATMENT PLANT AND TRANSMISSION EXPANSION - 30/45/65 MGD

CIP/Asset #	Capacity-Increasing Project Description (Constructed Reimbursement or Future Improvement)	Capital Improvement PI	Installation Year	Years in Service or Year of Estimate	Annual Average CCI for Installation Year	Original or Estimated Asset Cost (\$)	Portion Eligible (%)	WIFIA Project?	Original or Estimated SDC Cost (\$)	Present Estimated Cost (2022\$)	ERUs	Present Worth (PW) Cost per ERU (\$)
			(4,5)		(7)	(8)	(11)	(3)	(10)	(2)	(1)	
FUTURE	Filter Addition	D10	2025	2022	13007	35,157,000	100%	31%	11,056,620	\$ 11,056,620	69,853	158.28
	Duff Reservoir & Pump Station		2025	2022	13007	38,665,000	100%	31%	12,159,860	\$ 12,159,860	69,853	174.08
	River Zone (Reduced Pressure Zone) Storage & Txm	R-4	2029	2022	13007	30,000,000	53%	31%	4,953,260	\$ 4,953,260	69,853	70.91
\$403.27												
II. DUFF WATER TREATMENT PLANT OZONE IMPROVEMENT (Increase of 25 MGD TO 65 MGD = 40 MGD)												
CONST	CADU46430	OZONE BUILDING	2003	20	6695	6,744,110	27%		1,839,793	\$ 3,574,517	42,986	83.15
	CADU46420	OZONE BUILDING	2003	20	6695	6,744,110	35%		2,341,555	\$ 4,549,385	42,986	105.83
\$188.99												
III. ROGUE RIVER TRANSMISSION PROJECTS (Increase of 20 MGD TO 65 MGD = 45 MGD)												
CONSTRUCTED	CADU34060	CRATER LAKE 36 IN TRANS MAIN	1981	42	3535	1,670,351	100%		1,670,351	\$ 6,146,112	48,360	127.09
	CADU31360	5-86 36" WESTSIDE TRANS MAIN	1987	36	4406	1,564,693	100%		1,564,693	\$ 4,618,654	48,360	95.51
	CADU36060	ROSSANLEY 36" MAIN W/SIDE	1994	29	5408	1,118,669	100%		1,118,669	\$ 2,690,732	48,360	55.64
	CADU30780	CUNNINGHAM/COLUMB OVER/Z	1994	29	5408	77,815	100%		77,815	\$ 187,168	48,360	3.87
	CADU31480	ROGUE TRANS/OVERZ/WESTFIELD	1995	28	5471	92,240	100%		92,240	\$ 219,287	48,360	4.53
	CADU29360	30" WESTSIDE WATER LINE	1995	28	5471	260,201	100%		260,201	\$ 618,588	48,360	12.79
	CADU39360	36" WESTSIDE TRANSMISSION PHAS	1997	26	5826	1,180,711	100%		1,180,711	\$ 2,635,998	48,360	54.51
	CADU44480	STEWART MAIN REPLACEMENT 30"	2000	23	6221	293,715	30%		87,169	\$ 182,249	48,360	3.77
	CADU45500	ELK CREEK ESTATES OVERSIZING SDC	2002	21	6538	99,317	100%		99,317	\$ 197,583	48,360	4.09
	CADU46450	LOZIER LANE EXTENSION OVERSIZING	2003	20	6695	40,103	100%		40,103	\$ 77,916	48,360	1.61
	CADU48690	LOZIER LANE FROM CUNNINGHAM AVE TO 843'	2003	20	6695	106,257	96%		101,983	\$ 198,142	48,360	4.10
	PWDU10090	AVENUE G- TABLE ROCK-KIRTLAND-PACIFIC-11	2011	12	9074	4,648,996	100%		4,648,996	\$ 6,663,898	48,360	137.80
	PWDU10091	AVENUE G- AT 11TH STREET	2011	12	9074	23,924	100%		23,924	\$ 34,292	48,360	0.71
	PWDU10092	TABLE ROCK RD- AT DUFF TREATMENT PLANT	2011	12	9074	18,797	100%		18,797	\$ 26,944	48,360	0.56
	\$506.57											
IV. ROGUE TRANSMISSION CONTROL STATIONS (Increase of 15 MGD TO 65 MGD = 50 MGD)												
CONSTRUCTED	CADU26160	CONRAD PUMP STATION	1989	34	4615	\$20,917.11	100%		20,917	\$ 58,957	53,733	1.10
	CADU24460	WESTSIDE PUMP STA LAND	1993	30	5210	\$9,613.50	100%		9,614	\$ 23,998	53,733	0.45
	CADU24200	ROSSANLEY PUMP STATION	1995	28	5471	\$226,738.26	100%		226,738	\$ 539,035	53,733	10.03
	CADU36400	ROSSANLEY PUMP EQUIP	1995	28	5471	\$185,513.12	100%		185,513	\$ 441,028	53,733	8.21
	CADU26560	ROSSANLEY STA TELEMETRY	1995	28	5471	\$46,728.38	100%		46,728	\$ 111,089	53,733	2.07
	CADU43610	#2 PUMP-ROSSANLEY PUMP STATION	2000	23	6221	\$57,432.38	100%		57,432	\$ 120,076	53,733	2.23
	CADU50586	Pumps & PRV's Control Stations (82%) SDC	2014	9	9807	\$1,456,447.42	82%		1,194,287	\$ 1,584,034	53,733	29.48
	CADU50585	Martin Control Station (41%) SDC	2014	9	9807	\$1,706,440.69	41%		699,641	\$ 927,963	53,733	17.27
	PMDU50605	Vilas Rd - Table Rock Rd to Crater Lake	2016	7	10338	\$1,554,459.76	100%		1,554,460	\$ 1,955,710	53,733	36.40
	\$107.23											

EXHIBIT A TO RESOLUTION 1902 - PAGE 3 OF 3

Medford Water Commission
System Development Charge Study
System Wide SDC Calculation
Exhibit 1

SDCs For: TREATMENT PLANT AND TRANSMISSION EXPANSION - 30/45/65 MGD

CIP/Asset #	Capacity-Increasing Project Description (Constructed Reimbursement or Future Improvement)	Capital Improvement PI	Installation Year	Years in Service or Year of Estimate	Annual Average CCI for Installation Year	Original or Estimated Asset Cost (\$)	Portion Eligible (%)	WIFIA Project?	Original or Estimated SDC Cost (\$)	Present Estimated Cost (2022\$)	ERUs	Present Worth (PW) Cost per ERU (\$)
FUTURE TRANSMISSION PROJECTS												
FUTURE	Crater Lake Ave - South of Martin Control Station 16" Transm	PL-7	2028	2022	13007	6,700,000	100%		6,700,000	\$ 6,700,000	69,853	95.92
	Table Rock Rd Transmission Main PL-1	PL-1	2025	2022	13007	27,400,000	100%	31%	8,617,100	\$ 8,617,100	69,853	123.36
	Merriman Rd Txm Main (Conrad Control Station Feeder)	PL-9	2030	2022	13007	6,710,000	100%	31%	2,110,246	\$ 2,110,246	69,853	30.21
	Spring Street Pipeline		2032	2022	13007	5,700,000	100%		5,700,000	\$ 5,700,000	69,853	81.60
											\$337.09	
											Constructed	\$1,491.26
											Future	734.36
											GRAND TOTAL	\$2,225.62

(1) 2022 Average Rate: ENR Construction Cost Index (CCI)

(2) Equivalent Residential Units, ERUs = MGD Increase/Maximum Day Demand per ERU

Maximum Day Demand per ERU = 931 gal/day (Calculation made per formula pg 13-14 of 2009 SDC Study)

(3) Since replacement of increased capacity SDC project facilities is not allowed to be again funded with SDCs, depreciation is not used as a factor in these costs.

(4) Current Year

(5) Year of Estimates

(6) Year 2017 max day= 58.97 mgd, BBS produces 26.4 mgd, Plant production = 32.57 mgd

Ultimate Future Plant production equaling 65 mgd minus Plant production of 25 mgd equals 40 mgd of additional capacity

(7) The estimated costs for FUTURE projects are based on yearly updated 10-Yr Plan, Water Distribution System, and WTP Facility Plan figures

(8) The original costs for CONSTRUCTED projects are total percentage, or (if noted) proportional, reimbursement (buy-in) values ALL of which provide additional capacity

(9) MWC reimbursement DOES NOT include interest over time on the actual expended costs, and SDC calculations DO NOT include State allowed costs for SDC studies, program administration, and/or program accounting

(10) Future projects only pay as you go included in the SDC. (\$39,158,705/121,246,796 = 32.3%). Biosolids handling is 100% pay as you go.

(11)

Sources Category	Estimated Dollar	Funding	%
1. WIFIA Loan (cannot exceed 49% of eligible costs)	\$96,788,310	\$96,788,310	47%
2. Revenue Bonds	\$45,000,000	45,000,000	22%
3. SRF Loan	\$0	\$0	
4. Borrower Cash	65,048,741.37	65,048,741	31%
5. Previously Incurred Eligible Costs*		0	
6. Other (please specify) Click or tap here to enter			
TOTAL SOURCES	\$206,837,051	\$206,837,051	

Updated April 2023

Reimbursed (44)

Blue = variable factors year to year

Calculated	\$2,225.62
Existing	\$2,053.51
ENR-CCI 2020 Sept	11,499
ENR CCI 2021 April	11,849
Index Change	1.03
Existing updated to April	\$2,116.01
Calculated Updated to April	\$2,293.36
Dollar Difference	\$177.35

NOTE: Existing filter rebuilds, disinfection upgrades, electrical upgrades, intake upgrades, lagoon upgrades, and earthquake hardening are not part of SDCs and do not provide additional capacities.

RESOLUTION NO. 1903

A RESOLUTION of the City of Medford, Oregon, By and Through its Board of Water Commissioners, Modifying System Development Charges (SDCs) for the East Side High Level Area (ESHL) to \$10,420.44 per Gross Acre, Using the Methodology and Other Provisions Relating to Imposition and Collection of SDCs, Effective October 1, 2023

WHEREAS, Medford Water has provided excess transmission, distribution, storage and pumping capacity in this east side high level area (ESHL); and

WHEREAS, in 1986, Medford Water established an SOC for the ESHL area (Resolution No. 577); and

WHEREAS, Medford Water reviews SOC rates annually and revises capital project costs to reflect changes in the *Engineering News - Record* Construction Cost Index (CCI), modifications to the master facility plans, and modifications to the list of eligible projects as approved by the Board of Water Commissioners; and

WHEREAS, the ESHL SOC was last modified in September 2022; and

WHEREAS, Staff presented a study session on the staff review on April 19, 2023; and

WHEREAS, at their September 6, 2023, meeting, the Board of Water Commissioners reviewed the calculations, attached as Exhibit A, and Staff's recommendation to consider modifying the ESHL SOC to \$10,420.44 per gross acre; and

WHEREAS, a public hearing to consider modification of the ESHL SOC was held on Wednesday, September 6, 2023, and noticed according to Oregon statutory requirements;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, AS FOLLOWS, THAT:

Effective October 1, 2023, the SOC to be collected on all property receiving service, either directly or indirectly, from the ESHL system will be in the modified amount of \$10,420.44 per gross acre or part thereof, as set forth in the annual staff review, attached as Exhibit A and by reference made a part hereof, with 100 percent (100%) being a reimbursement and improvement fee, with payment due and payable at the time the improvement plans are approved for the proposed development.

PASSED by the Board of Water Commissioners and signed by me in authentication of its passage this 6th day of September 2023.

ATTEST _____ **12-2**
Amber Furu, Asst. Clerk of the Commission / _____ M

EXHIBIT A TO RESOLUTION 1903 - PAGE 1 OF 3

SDCs For: EAST SIDE HIGH LEVEL SYSTEM

CIP/Asset #		Capacity-Increasing Project Description (Constructed Reimbursement or Future Improvement)	CIP Plan #	Installation Year	Years in Service or Year of Estimate	Annual Average CCI for Installation Year	Original or Estimated Asset Cost (\$)	Portion Eligible (%)	Original or Estimated SDC Cost (\$)	Present Estimated Cost (2022 \$)	Acres	Present Worth (PW) Cost per ACRE (\$)
PRESSURE ZONE 1 - 4												
	CAES07720	Lone Pine Foothill 2 Res Site	Lone Pine #2 Reservoir Land	1979	44	3003	21,427	100%	21,427	92,822	2,722	34.10
	CAES07700	Lone Pine Booster #1 Site	Lone Pine Pump Station Land	1988	35	4519	6,815	100%	6,815	19,612	2,722	7.21
	PMME13720	Easement-Hillcrest Rd To Tamarack Dr		1991	32	4835	19,103	28%	5,322	14,317	2,722	5.26
	PMME14380	Easement - Murryhill Terr To 500'S	Oversizing Mwc Costs Only	1995	28	5471	15,000	100%	15,000	35,660	2,722	13.10
	PMES21900	Hillcrst-400'E-Fairview - 544'W Of Foothill	Mwc Costs Only	1995	28	5471	10,233	100%	10,233	24,327	2,722	8.94
	PMME23160	Innsbruck Ridge - Murryhill Terr To 590' N	Oversizing Mwc Costs Only	1995	28	5471	2,059	100%	2,059	4,895	2,722	1.80
	PMME30320	Murryhill Terr - Innsbruck Ridge To 100' S	Oversizing Mwc Costs Only	1995	28	5471	302	100%	302	718	2,722	0.26
	CAME20360	Oregon Hills Iv	Oversizing Oregon Hills Iv	1995	28	5471	8,400	100%	8,400	19,970	2,722	7.34
	PMME41760	Tamarack, Innsbruck North	Oversizing Mwc Costs Only	1995	28	5471	5,700	100%	5,700	13,551	2,722	4.98
	PMME41800	Tamarack, Innsbruck North	Oversizing Mwc Costs Only	1995	28	5471	3,904	100%	3,904	9,281	2,722	3.41
	CAES37820	Eastside Res Site Z-#3	Lone Pine #3 Reservoir Land	1996	27	5620	56,853	100%	56,853	131,580	2,722	48.34
	CAES39350	Hillcrest Pump Sta #3 Pump Upg	Hillcrest Pump Station Upgrade	1996	27	5620	26,919	100%	26,919	62,301	2,722	22.89
	CAES39340	Standford Pump Stat Pump Upgra	Standford Pump Station Upgrade	1996	27	5620	26,599	100%	26,599	61,560	2,722	22.62
	CAES40900	Angelcrest Upgrade No 3 Pump	Angelcrest Pump Station Upgrade	1997	26	5826	16,203	100%	16,203	36,174	2,722	13.29
	CAES39300	Eastside Reservoir Z/#4 Cherry	Cherry Lane Reservoir	1997	26	5826	746,059	100%	746,059	1,665,615	2,722	611.91
	PMES07990	Fordyce/Cherry Lane Oversizing	Cherry Lane - 445 East Of Orchard View	2002	21	6538	17,744	29%	5,086	10,118	2,722	3.72
	PMES38970	Fordyce/Cherry Lane Oversizing	Southview Terrace - Mary Bee Lane To 187' E	2002	21	6538	4,579	29%	1,312	2,611	2,722	0.96
	PMES37822	Fordyce/Cherry Lane Oversizing	Mary Bee Lane - Southview Terrace To 590' N	2002	21	6538	14,310	29%	4,102	8,160	2,722	3.00
	PMES13990	Fordyce/Cherry Lane Oversizing	Easement - Mariposa Terrace To Mary Bee Ln	2002	21	6538	20,606	29%	5,906	11,750	2,722	4.32
CONSTRUCTED	PMME05272	85-06 Bordeaux Ave Whitney Terrace To 255' Nor	Vista Pointe Phases 2-6 Oversizing	2006	17	7751	9,120	31%	2,836	4,759	2,722	1.75
	PMME10936	85-06 Deer Ridge Vista Pt Dr To 200' North	Vista Pointe Phases 2-6 Oversizing	2006	17	7751	8,599	31%	2,673	4,486	2,722	1.65
	PMME43335	85-06 Vista Pt Dr-Deer Ridge To 60' East	Vista Pointe Phases 2-6 Oversizing	2006	17	7751	2,329	31%	724	1,215	2,722	0.45
	PMME44071	85-06 Whitney Terrace Bordeaux Ave To 65' East	Vista Pointe Phases 2-6 Oversizing	2006	17	7751	2,188	31%	680	1,141	2,722	0.42
	PMES28549	94-06 Mcphearson Ln 155' N Of Park Ridge Dr To	Vista Pointe 16" Main, Mwc Costs Only	2006	17	7751	38,420	100%	38,420	64,470	2,722	23.68
	CAES47330	Lone Pine Pump Station	Lone Pine Pump Station	2006	17	7751	868,331	100%	868,331	1,457,096	2,722	535.30
	CAES47400	Lone Pine Reservoir #2	Lone Pine #2 Reservoir	2006	17	7751	1,708,523	100%	1,708,523	2,866,971	2,722	1,053.26
	CAES47410	Lone Pine Reservoir #3	Lone Pine #3 Reservoir	2006	17	7751	1,711,357	100%	1,711,357	2,871,727	2,722	1,055.01
	PMME15825	Easement - Vista Pt Dr 300'N Of Fawnhill		2006	17	7751	23,233	100%	23,233	38,986	2,722	14.32
	PMME43336	Vista Pointe Dr 100'E Of Deer Ridge	Vista Pointe, Deer Ridge East	2006	17	7751	167,607	10%	16,888	28,339	2,722	10.41
	PMES50803	72-07 Lone Pine Lakeview Village 16" Oversize	Oversizing Mwc Costs Only	2007	16	7967	7,473	100%	7,473	12,200	2,722	4.48
	PMES50804	72-07 Lone Pine Lakeview Village 16" Oversize	Oversizing Mwc Costs Only	2007	16	7967	2,232	100%	2,232	3,643	2,722	1.34
	PMME50002	Falcon Rdg Ter & Mcphearson Ln Acrs Lone	Oversizing East Terrace	2007	16	7967	413,805	35%	145,383	237,343	2,722	87.19
	PMME50001	N End Of Bordeaux Ave Acrs Pp&L Prop	Oversizing East Terrace	2007	16	7967	237,506	19%	44,974	73,422	2,722	26.97
	PMME50221	500'S Of Monterey Dr & 3398'W Of Cherry	Norman Oversize	2008	15	8311	42,996	18%	7,780	12,176	2,722	4.47
	PMME50296	Annapolis Dr - 485' W Admiral	Fordyce Water Users 16" Oversize	2009	14	8575	82,593	27%	22,142	33,586	2,722	12.34
	PMME50297	Annapolis Dr - Normil Terrace, Then 122'	Fordyce Water Users 16" Oversize	2009	14	8575	33,255	27%	8,915	13,523	2,722	4.97
	PMME50280	East Terrace Estates Subdivision - Admiral		2009	14	8575	26,331	31%	8,274	12,551	2,722	4.61
	PMME50283	East Terrace Estates Subdivision - Admiral		2009	14	8575	28,821	46%	13,345	20,243	2,722	7.44
	PMME50281	East Terrace Estates Subdivision - Annapolis		2009	14	8575	11,240	31%	3,532	5,357	2,722	1.97
PMME50284	East Terrace Estates Subdivision - Annapolis		2009	14	8575	42,884	46%	19,857	30,121	2,722	11.07	
PMME50279	East Terrace Estates Subdivision -Cadett		2009	14	8575	12,733	31%	4,001	6,069	2,722	2.23	
PMME50282	East Terrace Estates Subdivision -Cadett		2009	14	8575	13,369	46%	6,190	9,390	2,722	3.45	
CAES48130	Land - Cherry Lane Chrissy Park	Cherry Lane #2 & #3 Reservoir Property	2009	14	8575	300,000	100%	300,000	455,058	2,722	167.18	
PMES50499	Summerfield 11B		2013	10	9547	26,052	32%	8,410	11,458	2,722	4.21	
PMES50500	Summerfield 11B		2013	10	9547	3,245	32%	1,047	1,427	2,722	0.52	
PMES50480	Summerfield Phase 11A		2013	10	9547	31,440	26%	8,043	10,958	2,722	4.03	

EXHIBIT A TO RESOLUTION 1903 - PAGE 2 OF 3

SDCs For: EAST SIDE HIGH LEVEL SYSTEM

					(4,5)	(6)	(7)	(3)	(10)	(2)	(1)
CIP/Asset #	Capacity-Increasing Project Description (Constructed Reimbursement or Future Improvement)	CIP Plan #	Installation Year	Years in Service or Year of Estimate	Annual Average CCI for Installation Year	Original or Estimated Asset Cost (\$)	Portion Eligible (%)	Original or Estimated SDC Cost (\$)	Present Estimated Cost (2022 \$)	Acres	Present Worth (PW) Cost per ACRE (\$)
PMES50481	Summerfield Phase 11A		2013	10	9547	2,520	26%	645	878	2,722	0.32
PMES50491	Summerfield Phase 12B & 6		2013	10	9547	1,734	32%	559	762	2,722	0.28
PMES50490	Summerfield Phases 12B & 6		2013	10	9547	14,484	32%	4,670	6,362	2,722	2.34
CAES50587	Angelcrest Pump Station Upgrade (33%)		2014	9	9807	106,567	33%	35,167	46,644	2,722	17.14
CASE50549	Innsbruck Ridge Phase 1 & 2		2016	7	10338	62,001	33%	20,593	25,908	2,722	9.52
CAES50550	Murray Hill Terrace - In Easement		2016	7	10338	20,277	33%	6,766	8,513	2,722	3.13
CAES50551	Murray Hill Terrace - In Easement		2016	7	10338	487	33%	163	205	2,722	0.08
PMES50658	Stanford Ave - Creek View Dr To 78'S		2016	7	10338	6,999	22%	1,570	1,975	2,722	0.73
PMES50657	Stanford Ave - Morgans Way To	Creek View Dr	2016	7	10338	50,248	22%	11,271	14,180	2,722	5.21
PMES50656	Stanford Ave - Sherwood Park To	Morgans Way	2016	7	10338	45,043	22%	10,103	12,711	2,722	4.67
PMME50764	Stonegate Estates Phase 2B Oversizing		2017	6	10737	43,286	28%	12,072	14,625	2,722	5.37
PMME50765	Stonegate Estates Phase 2B Oversizing		2017	6	10737	16,883	28%	4,709	5,704	2,722	2.10
PMES50810	Lone Oak Dr & Michael Park Dr		2018	5	11062	53,058	17%	8,834	10,387	2,722	3.82
PMES50811	Lone Oak Dr & Michael Park Dr		2018	5	11062	53,058	2%	1,141	1,342	2,722	0.49
PMES50846	Summerfield Phase 17 & 22A		2018	5	11062	30,014	7%	2,053	2,414	2,722	0.89
PMES50846	Summerfield Phase 17 & 22A		2018	5	11062	30,014	13%	3,906	4,592	2,722	1.69
PMES51000	Stonegate Phase 2C		2020	3	11466	93,304	20%	18,714	21,230	2,722	7.80
PMES51001	Stonegate Phase 2C		2020	3	11466	93,304	1%	1,390	1,576	2,722	0.58
CAES50906	Lone Pine PS Upgrade - Pump Installation		2020	3	11466	94,071	100%	94,071	106,716	2,722	39.20
CAES50897	Stanford Pump Station		2020	3	11466	273,280	22%	60,122	68,203	2,722	25.06
PMES51048	Horse Arena Ph 2 - Juanipero Way SE from	existing 12" main to Wrangler St	2021	2	12133	54,762	34%	18,528	19,862	2,722	7.30
PMES51049	Horse Arena Ph 2 - Wrangleer St From	Juanipero Way to Arena Dr	2021	2	12133	11,976	34%	4,049	4,340	2,722	1.59
PMES51050	Horse Arena Ph 2 - Arena Dr from	Wrangler St to Packhorse St then S to	2021	2	12133	56,909	34%	19,254	20,640	2,722	7.58
PMES51086	Southview Terrace - NE from existing 8"	main at Southview & Mary Bee to 12" main	2021	2	12133	60,045	100%	60,045	64,368	2,722	23.65
PMES51082	Summerfield Ph19 & 22D - Shamrock DR E	from existing main at Shamrock	2021	2	12133	169,885	8%	14,403	15,440	2,722	5.67
PMES51112	Normil Terrace - Normil Terrace 300' E of N Foothill	to existing main at Normil Terrace	2021	2	12133	365,778	100%	365,778	392,111	2,722	144.05

EXHIBIT A TO RESOLUTION 1903 - PAGE 3 OF 3

SDCs For: EAST SIDE HIGH LEVEL SYSTEM

					(4,5)	(6)	(7)	(3)	(10)	(2)	(1)
CIP/Asset #	Capacity-Increasing Project Description (Constructed Reimbursement or Future Improvement)	CIP Plan #	Installation Year	Years in Service or Year of Estimate	Annual Average CCI for Installation Year	Original or Estimated Asset Cost (\$)	Portion Eligible (%)	Original or Estimated SDC Cost (\$)	Present Estimated Cost (2022 \$)	Acres	Present Worth (PW) Cost per ACRE (\$)
											4,182.38
FUTURE	Foot Hill Rd - Lone Pine Extension to Zone 1	PL-3a	2025	2022	13007	4,000,000	75%	3,000,000	3,000,000	2,722	1,102.13
	Calle Vista - Zone 1 Connection	PL-4	2033	2022	13007	3,700,000	100%	3,700,000	3,700,000	2,722	1,359.29
	Zone 3 Pump Station		2031	2022	13007	2,270,000	100%	2,270,000	2,270,000	2,722	833.95
	Zone 1 Pump Station		2028	2022	13007	2,560,000	100%	2,560,000	2,560,000	2,722	940.48
	Zone 2 / Barnett Pump Station & Transmission		2025	2022	13007	5,450,000	100%	5,450,000	5,450,000	2,722	2,002.20
											6,238.06
										Constructed	\$ 4,182.38
										Future	\$ 6,238.06
										GRAND TOTAL	\$ 10,420.44
(1) 2022 Average Rate: ENR Construction Cost Index (CCI)		13007				Reimbursed (57)					
(2) Equivalent Residential Units, ERUs = Gross acres										Calculated	\$ 10,420.44
There were 3824 total acres in the East Side Level area (above 1500' elevation, inside the City Limits, and within the 1990 UGB) of which 621 water developed acres existed in the 1991 SDC study										Existing	\$ 9,539.42
Overall development is calculated at a rate of 85% of the available land therefore (3824-621)(0.85) = 2722 acres										Difference	\$ 881.02
The 2012 Regional Problem Solving (RPS) process increased the acreage to 5906 (compared to 3824) and needed facilities may have to be added in the future as well as recalculation of this spreadsheet											
(3) Since replacement of increased capacity SDC project facilities is not allowed to be again funded with SDCs, depreciation is not used as a factor in these costs.						Blue = variable factors year to year					
(4) Current Year			2023								
(5) Year of Estimates			2022							Recommend	
(6) The estimated costs for FUTURE projects are based on yearly updated 10-Yr Plan and Water Distribution System figures											
(7) The original costs for CONSTRUCTED projects are total percentage, or (if noted) proportional, reimbursement (buy-in) values ALL of which provide additional capacity											
(8) MWC reimbursement DOES NOT include interest over time on the actual expended costs, and SDC calculations DO NOT include State allowed costs for SDC studies, program administration, and/or program accounting											
(9) Eagle Trace V (\$6000), Cambridge Sub (\$1712), Anapolis Dr - 485 W Admiral, then 303' (60451.26), Anapolis Dr - Normil Terrace, Then 122' (24340.11), Easement Hillcrest to Tamarack (13780) were taken off 03/05/18 costs were donated											
(10) The present worth calculation is based on the difference between the constructed year CCI and the current year CCI											

RESOLUTION NO. 1904

A RESOLUTION of the City of Medford, Oregon, By and Through its Board of Water Commissioners, Modifying System Development Charges (SDCs) for the Southwest High Level Area (SWHL) to \$10,090.81 per Gross Acre, Using the Methodology and Other Provisions Relating to Imposition and Collection of SDCs, Effective October 1, 2023

WHEREAS, Medford Water has provided excess transmission, distribution, storage and pumping capacity in the SWHL; and

WHEREAS, in 1999, Medford Water established an SOC for the SWHL area (Resolution No. 969); and

WHEREAS, Medford Water reviews SOC rates annually and revises capital project costs to reflect changes in the *Engineering News - Record* Construction Cost Index (CCI), modifications to the master facility plans, and modifications to the list of eligible projects as approved by the Board of Water Commissioners; and

WHEREAS, the SWHL SOC was last modified in September 2022; and

WHEREAS, Staff presented a study session on the staff review on April 19, 2023; and

WHEREAS, at their September 6, 2023, meeting, the Board of Water Commissioners reviewed the calculations, and Staff's recommendation to modify the SOC for the SWHL to \$10,090.81 per gross acre; and


WHEREAS, a public hearing to consider modification of the SWHL SOC was held on Wednesday, September 6, 2023, and noticed according to Oregon statutory requirements;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, AS FOLLOWS, THAT:

Effective October 1, 2023, the SOC to be collected on all property receiving service, either directly or indirectly from the SWHL system will be in the modified amount of \$10,090.81 per gross acre or part thereof, as set forth in the annual staff review, attached as Exhibit A and by reference made a part hereof, with 100 percent (100%) being a reimbursement and improvement fee, with payment due and payable at the time the improvement plans are approved for the proposed development.

PASSED by the Board of Water Commissioners and signed by me in authentication of its passage this 6th day of September 2023.

ATTEST:


Amber Furu, Asst. Clerk of the Commission

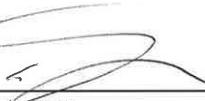
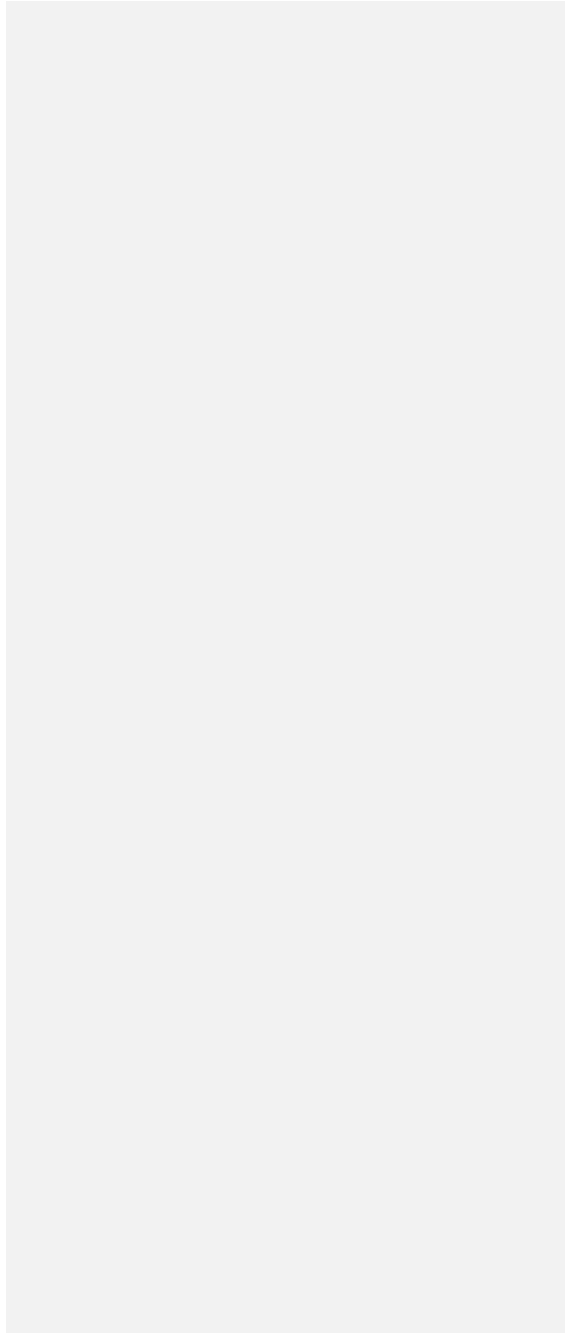

Michael Smith, Chair

EXHIBIT A TO RESOLUTION 1904 - PAGE 1 OF 1

Medford Water Commission
System Development Charge Study
South West High Level SDC Calculation

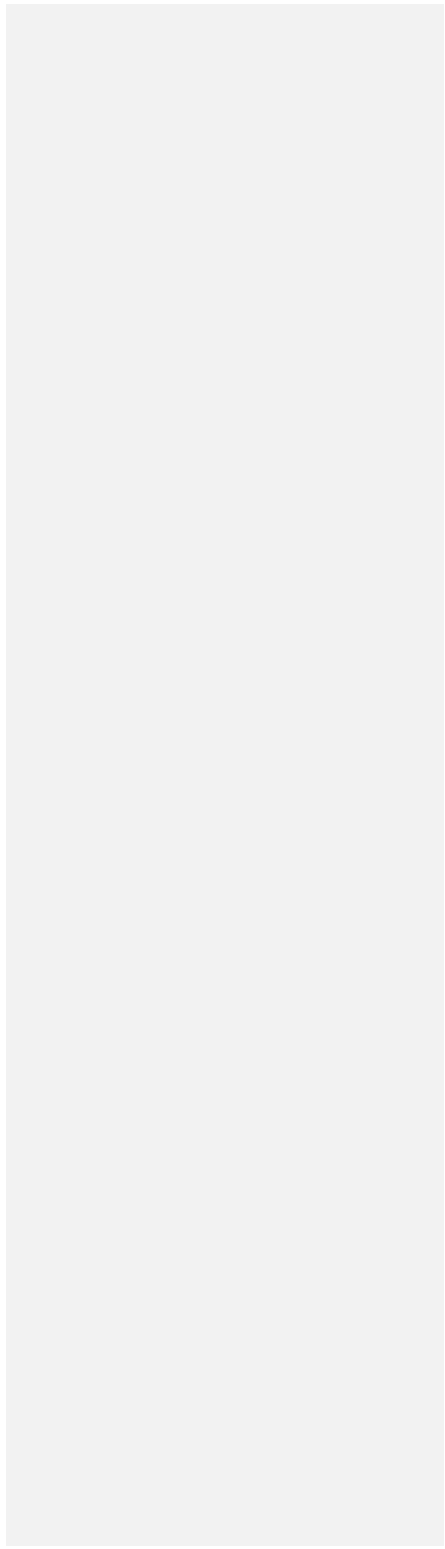
Exhibit 2										
SDCs For: SOUTHWEST HIGH LEVEL SYSTEM										
		(4,5)	(6)	(3)	(8)	(2)	(1)			
CIP/Asset #	Capacity-Increasing Project Description (Constructed Reimbursement or Future Improvement)	Installation Year	Years in Service or Year of Estimate	Average CCI for Installation Year	Original Asset Cost (\$)	Portion Eligible (%)	Original or Estimated SDC Cost (\$)	Present Estimated Cost (2022 \$)	ACRE	Present Worth (PW) Cost per ACRE (\$)
CONSTRUCTED										
PRESSURE ZONE 1C										
CASW29760	SOUTHWEST RESERVOIR SITE	1988	35	4519	26,531	100%	26,531	76,356	469	162.81
	ARCHER PUMP STATION MODIFICATIONS	1999	24	6060	230,000	100%	230,000	493,699	469	1,052.66
CASW46720	SOUTH WEST RESERVOIR	2003	20	6695	467,524	100%	467,524	908,348	469	1,936.78
CASW46910	SOUTH WEST RESERVOIR	2003	20	6695	1,402,573	100%	1,402,573	2,725,045	469	5,810.33
PMSW08929	COLUMBUS AVE ARCHER DRIVE TO SOUTH STAGE	2003	20	6695	30,713	100%	30,713	59,671	469	127.23
PMSW08930	COLUMBUS AVE ARCHER DRIVE TO SOUTH STAGE	2003	20	6695	92,138	100%	92,138	179,014	469	381.69
PMSW08931	COLUMBUS AVE SOUTH STAGE RD TO 2027 SOUTH	2003	20	6695	34,740	100%	34,740	67,496	469	143.92
PMSW08932	COLUMBUS AVE SOUTH STAGE RD TO 2027 SOUTH	2003	20	6695	104,221	100%	104,221	202,489	469	431.75
PMSW50664	Sunset Drive - Tivoli Dr to Thomas Rd	2016	7	10338	9,275	100%	9,275	11,669	469	24.88
PMSW50665	Sunset Drive - Thomas Rd to 34' East	2016	7	10338	1,080	100%	1,080	1,359	469	2.90
PMSW51094	Ione's View Subdivision - Sunset Dr W from existing main at Tivoli Dr	2021	2	12133	157,146	4%	6,943	7,443	469	15.87
<i>Subtotals</i>							\$ 2,405,738			\$10,090.81
FUTURE										
PRESSURE ZONE 1C										
	South Stage Rd water oversizing and SW Pressure Zone rezoning	2025	2022	12133	-	0%	0	-	469	-
<i>Subtotals</i>							\$ -			\$0.00
									Constructed	\$10,090.81
									Future	\$0.00
									GRAND TOTAL	\$10,090.81
(1) 2022 Average Rate: ENR Construction Cost Index (CCI)		13,007	Reimbursed (7)							
(2) Equivalent Residential Units, ERUs = Gross acres										
2022 Update: Total 474 acres within the Southwest High Level area (366 acres current + 108 acres to be added rezoned from Gravity zone), above 1485 elevation, inside COM UGB									Calculated	\$10,090.81
Overall development is calculated at a rate of 99% of the available land therefore (474)(0.99) = 469 acres									Existing	\$10,651.74
(3) Since replacement of increased capacity SDC project facilities is not allowed to be again funded with SDCs, depreciation is not used as a factor in these costs.									Difference	-\$560.93
(4) Current Year		2023	Blue = variable factors year to year							
(5) Year of Estimates		2022								
(6) The original costs for CONSTRUCTED projects are total percentage, or (if noted) proportional, reimbursement (buy-in) values ALL of which provide additional capacity										
(7) MWC reimbursement DOES NOT include interest over time on the actual expended costs, and SDC calculations DO NOT include State allowed costs for SDC studies, program administration, and/or program accounting										
(8) The present worth calculation is based on the difference between the constructed year CCI and the current year CCI										





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WATER SERVICE OUTSIDE CITY LIMITS

I. HISTORY OF CURRENT POLICY

- A. Resolution No. 207 (December 1959) Limited service to areas within the City of Medford due to lack of surplus water from Big Butte Springs Source.
- B. Resolution No. 303 (December 1970) Adopted recommendations of Water Policy Committee, which recommended the following:
1. Water service should be extended beyond the present service area only when adequate and sufficient land use and development controls are in effect.
 2. Those areas, which have built up to urban densities and/or are slated for future development for such densities as per the land use plan should annex to adjoining cities in order to receive urban services at economical costs.
 3. The Jackson County Board of Commissioners and other cities in the lower Bear Creek Region are urged to join the City of Medford in implementing the above recommendations.
- C. Resolution No. 443 (February 1980) Restricted extension of water service to areas within current districts and City boundaries. Exceptions were granted for health hazard and governmental bodies.
- D. Resolution No. 476 (August 1981) Amended Resolution 443 Section 5 by clarifying health hazard exception.
- E. Resolution No. 500 (January 1983) Amended Resolution 443 by limiting health hazard exception to residences constructed prior to April 5, 1979.
- F. Resolution No. 531 (February 1984) - Amended Resolution 500 to further clarify health hazard exception and prohibit extension of water service from the Big Butte Springs transmission mains for any reason.
- G. Resolution No. 807 (September 1994) - Addressed the following:
1. Water system is owned and paid for by the residents of the City of Medford and policy must be in their best interest.
 2. New customers should be willing to become part of the City if they want water service.
 3. System designed to be an "urban" service, not a rural water supply system.
 4. Develop a uniform policy that avoids making exceptions, which would lead to expansion outside planned urban areas.
 5. Provide basis to adequately plan for the needs of the system (plant, water rights, service area, etc.).
 6. Take Commission out of the land use planning process.
 7. Provide for the orderly and uniform development of the system.
 8. Meet the goals of the Medford City Council and control urban sprawl.
- H. Resolution No. 944 (February 17, 1999)
- This resolution was adopted following discussions at a special study session held on January 27, 1999 and included the following changes to resolution 1807:
1. Allow split lots in existing water districts were to be included in the districts' boundaries.
 2. The language dealing with "health hazard" requirements was removed.

3. Allow easier expansion of water service to planned city areas (i.e., urban growth boundary, urban reserve boundary)

4. Removed development date from resolution.

I. Resolution No. 992 (May 17, 2000)

In Section 2, last sentence further clarified the Commission's policy regarding water districts as follows:

"The Commission will not expand water service to any new or existing water districts which are not currently under contract with the Commission."

J. Resolution No. 1058 (January 2, 2002)

Revised contract language regarding when the Water Commission would grant water within the current UGB (modified Section 4).

RESOLUTION NO. 1058

A RESOLUTION of the City of Medford, Board of Water Commissioners revising Resolution No. 992 regarding the extension of water service outside of city boundaries.

WHEREAS, the Board has determined that Resolution No. 992 which limits the extension of water service outside city boundaries, needs to be revised; and,

WHEREAS, the Board, pursuant to Section 21 of the Medford Charter of 1976 and Chapter 225, Oregon Revised Statutes, is empowered to construct facilities and extend water service outside the corporate limits of the City of Medford; and,

WHEREAS, the Board periodically receives requests to extend facilities and services outside the corporate limits of the city and in responding to such requests finds it useful and desirable to promulgate written policies regarding such extension; and,

WHEREAS, the Board finds there is a need to coordinate actions on such requests with statewide land use planning goals and guidelines, comprehensive plans, cooperative agreements, urban growth boundary policies and annexation policies of the public bodies affected by such requests in order to ensure the planned and orderly provision of all necessary public services, including water; and,

WHEREAS, it is the intention of the Board to observe existing statutory and contractual obligations as well as the policies of affected bodies; and,

WHEREAS, the Board has determined that water is an urban service, and has acquired sufficient water supplies to adequately meet the requirements of the areas within urban growth and urban reserve boundaries of the cities and existing water districts which the Board is presently committed to serve. Such water supplies are not adequate to serve additional areas;

WHEREAS, the Commission desires to clarify that the Commission will not expand water service to any new or existing water districts which are not currently under contract with the Commission,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, AS FOLLOWS:

SECTION 1. That water districts purchasing water from the Medford water system will be permitted to extend their water system facilities within their boundaries subject to the other provisions contained herein. Such extension of districts' water mains shall be done only with prior written approval of the Water Commission and that such approval shall be based on findings of the Commission that there are provisions for the coordinated development of all other urban facilities and services appropriate for the area to be served by the extension and that such extension is in accordance with the comprehensive plan of the City of Medford as it applies to the area to be served. All extension of water service shall be installed to full "urban" standards as determined by the Water Commission.

SECTION 2. That water districts and similar agencies will not be permitted to annex additional areas beyond their present boundaries without written permission of the Commission. Permission will be granted if all of the conditions of Section 4 or Section 7 of this Resolution have been met and the Commission has no water facilities available to supply service to the

area requesting service. Permission will also be granted if the water districts wish to annex the remaining portion of existing tax lots which are split by the water district's legally described boundary at the time of the adoption date of this resolution provided that the annexations are finalized by March 3, 2001. The Commission will not expand water service to any new or existing water districts which are not currently under contract with the Commission.

SECTION 3. That water service is supplied to other cities in the region by contract. These contracts define those geographic areas where water service maybe supplied based upon the type of water supply contracts ("surplus water" or "treat and transport") and the individual planning processes of each of these cities. The intent of the urbanization standards contained in these contracts is to follow the same general urbanization policies as is defined in this resolution. These standards must not be contrary to the "public interest" of the Medford Water Commission and City of Medford. Granting of any water service outside of the corporate boundaries of any city must be done in accordance to provisions of Chapters 195 and 197 of the Oregon Revised Statutes and Jackson County Comprehensive Plan.

SECTION 4. That water service may be granted to property within the Medford urban growth boundary of the City of Medford providing all of the following conditions have been met:

- a) Undeveloped property that is in the urban growth boundary shall not receive water service unless the property is annexed into the City.
- b) Developed property that is in the urban growth boundary may receive water service provided the property owners are not proceeding with any land use permits, as follows:
 - 1) Contiguous property owners - are contractually obligated to annex to the City of Medford and have started the annexation process.
 - 2) Non-contiguous property owners - have demonstrated to the City's planning department that they do not have a reasonable chance of successfully completing the annexation process (i.e., due to the location of property, refusal by intervening property to agree to annex, etc.). The property's owners must sign an irrevocable consent binding present and future owners to annex to the City, which will be recorded before water service is provided.
- c) The property owner must pay a systems development charge for its proportional share of the cost of treatment and transmission facilities.
- d) The water facilities which are needed to supply this property shall be installed to full "urban" standards as determined by the Commission. This shall include minimum main sizes of six inches (6"), fire hydrants spaced according to City of Medford Fire Department standards, high level facilities, etc. as if the property were being developed in an urban area.
- e) Water service to property outside city boundaries which is supplied directly by the Commission shall be by special contract. A water rate differential which would provide for a higher rate of return on investment and pay for source water from Lost Creek Reservoir will be charged these customers. Upon change of ownership of the property, a new contract must be signed before water service will be restored. The contract shall also contain the same irrevocable consent to annex provision as was recorded with the property.

SECTION 5. That the Board will grant water service to property within the boundaries of dissolved water districts whose assets have been given to the Commission provided that the property owner signs an irrevocable consent to annex or annexes to the appropriate city, that there are adequate water facilities available to serve the property, and that the property meets all other Regulations Governing Water Service as now exist or may be modified in the future.


SECTION 6. That any proposed extension of water service be in conformance with the Jackson County Comprehensive Plan and will in no way be detrimental to the residents of Medford or the present or future operation, maintenance or construction procedures or requirements of the Commission. New connections to the Big Butte Springs transmission mains above the Coal Mine Pressure Control Station, except to meet contractual obligations, are prohibited under any circumstances. All water service is granted in accordance with the Regulations Governing Water Service as now exist or may be modified in the future.

SECTION 7. Regardless of location, water service will be granted to parties where the Commission has incurred contractual obligations for the extension of service as a part of the consideration for the purchase of rights-of-way, provided such extensions granted these parties meet all standards and regulations as now exist or may be modified in the future. Also, the Board, where it would be in the general public interest, may extend water service for property owned and operated by the United States Government, the State of Oregon, Jackson County, school districts, and the cities of Medford, Central Point, Eagle Point, Jacksonville, Phoenix and Talent.

SECTION 8. That Resolution No. 944 is hereby repealed and that the policy of said Board of Water Commissioners as regards the extension of water service outside of city boundaries is now as stated in this resolution.

PASSED at a regular meeting of the Board of Water Commissioners of the City of Medford, Oregon, and signed by me in authentication thereof this 2nd day of January 2002.

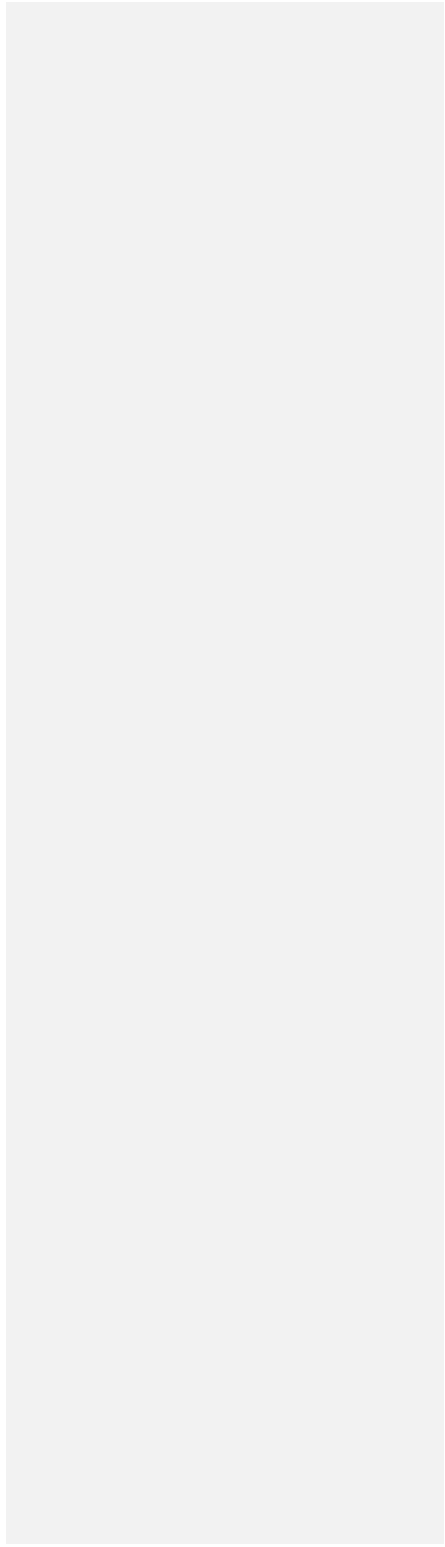
ATTEST: order


Chair



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**EXHIBIT D TO REGULATIONS GOVERNING WATER SERVICE
CHARGES FOR SPECIAL SERVICES**

Effective July 1, 2023

1.	Charge in Lieu of Assessment - Section 9.4	At rate established by resolution, assessing the project cost
2.	Customer Control Valve Installation - Section 8.2	
	(a) With 5/8" x 3/4" meter/each	\$220
	(b) All other meter sizes	At Cost
3.	Field Collection Charge - Section 4	
	(a) Discontinuation of service due to non-payment	\$20
4.	Fire hydrant Temporary Service – Section 7.5	
	(a) Installation during working hours/hour	\$60
	(b) Per day	\$10
5.	Meter Setting / Resetting – Section 5.4 (includes new meter)	
	(a) 5/8" x 3/4" size/each	\$415
	(b) 1" size/each	\$515
	(c) 1-1/2" size/each	\$750
	(d) 2" size/each	\$830
6.	Purchase of Regulations Governing Water Service – Section 21	\$10
7.	Restoration of service – Section 4	
	(a) During regular hours/hour	\$20
	(b) After regular hours (based on overtime hourly rate)/hour	\$110
	(c) Tampering with meter (no damages)/each	\$100
	(d) Tampering with meter (minimum \$100.00 plus damages)/each	Minimum of \$100
8.	Temporary service discontinuation at customer request – Section 4.5	
	(a) After regular hours (based on overtime hourly rate)/hour	\$110
9.	Enlarge service – Section 5.3 (non-inclusive of SDCs) (use in combination with Meter Setting fee - item 5)	
	(a) 5/8" x 3/4" to 1" with existing 1" service line/each	\$410
	(b) Extra Residential Fire Sprinkler System 3/4" x 3/4" water meter/each	\$20
	(c) All other – actual costs	At cost
10.	Abandonment of meters	
	(a) Excavation required/each	\$6745
	(b) Excavation not required/performed in conjunction with other work, or service size over 2"	At cost
11.	Fire hydrant flow test/each	
	(a) Flow test performed in field	\$300
	(b) Data provided from model	\$100
12.	Multiple services in one trench (credit)	
	(a) Two services/each	\$505
	(b) Three or four services/each	\$760
	* First service paved condition; second, third, fourth service unpaved condition	

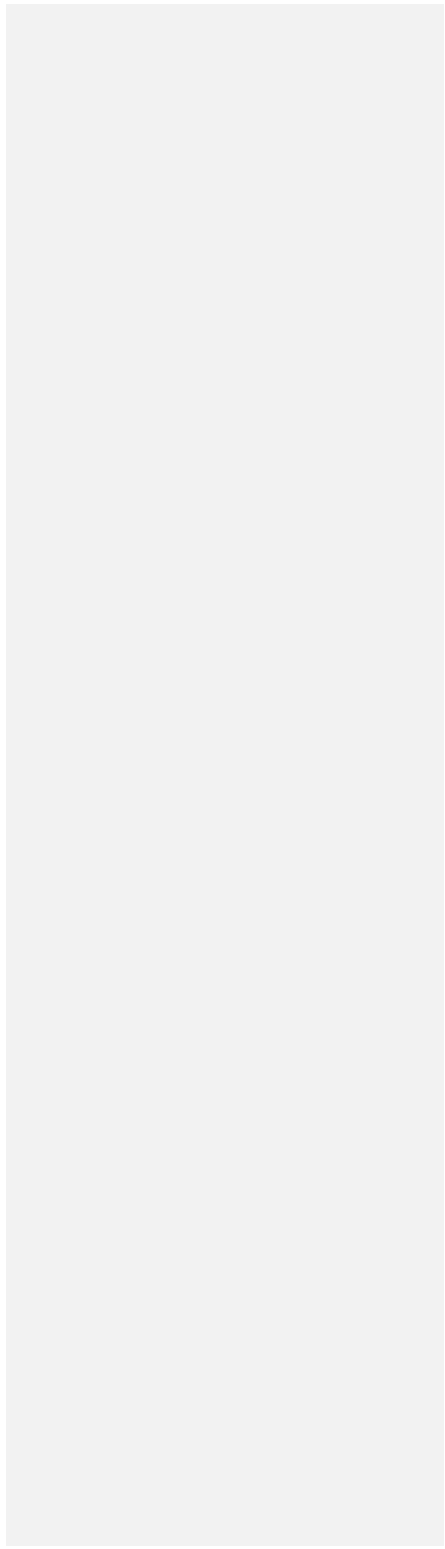
13.	Installation of service connections – Section 5.2 - (use in combination with Meter Setting fee – item 5)		
	(a) Inside the City of Medford on unpaved streets		
	Service Size	Meter Size/each	
	1"	5/8" x 3/4"	\$4305
	1"	1"	\$4225
	1-1/2"	1-1/2"	\$5135
	2"	2"	\$5770
	(b) Inside the City of Medford on paved streets		
	Service Size	Meter Size/each	
	1"	5/8" x 3/4"	\$8725
	1"	1"	\$8645
	1-1/2"	1-1/2"	\$9560
	2"	2"	\$10190
	(c) Inside the City of Medford: Contractor provides excavation, backfill, surfacing, etc.		
	Service Size	Meter Size/each	
	1"	5/8" x 3/4"	\$1535
	1"	1"	\$1455
	1-1/2"	1-1/2"	\$2370
	2"	2"	\$3000
	(d) Outside the City of Medford on unpaved streets		
	Service Size	Meter Size/each	
	1"	5/8" x 3/4"	\$4865
	1"	1"	\$4780
	1-1/2"	1-1/2"	\$5695
	2"	2"	\$6330
	(e) Outside the City of Medford on paved streets		
	Service Size	Meter Size/each	
	1"	5/8" x 3/4"	\$9245
	1"	1"	\$9160
	1-1/2"	1-1/2"	\$10075
	2"	2"	\$10710
	(f) Outside the City of Medford: Contractor provides excavation, backfill, surfacing, etc.		
	Service Size	Meter Size/each	
	1"	5/8" x 3/4"	\$1535
	1"	1"	\$1455
	1-1/2"	1-1/2"	\$2370
	2"	2"	\$3000
	(g) Cost in excess of 30' service length, per foot of extra service length		
	Unpaved street/foot		\$45
	Paved street/foot		\$90
	(h) Installation material of dry tap service connections by prequalified installer (use in combination with Meter Setting fee – item 5)		
	1" service for 5/8" x 3/4" meter/each		\$680
	1" service for 1" meter/each		\$600
	(i) 1" wet tap and service installation (contractor provides all material, excavation, backfill, surfacing, etc.) (use in combination with Meter Setting fee – item 5)		
			\$630

14.	Installation material of dry tap 1" air valves/each by prequalified installer	\$1750
15.	Installation of 1" wet tap air valves/each with contractor providing excavation/backfill/surfacing	\$1950
16.	Fire service bypass meter (½" x ¾" touch read)/each	\$580
17.	Recording of legal documents/first 3 pages	
	(a) First 3 pages	\$135
	(b) Each additional page	\$5
18.	Fire hydrant painting; new hydrant/each – Section 10.4	\$60
19.	Shut-off Notice processing fee /each occurrence (late fee)	\$15
20.	<p>Public Records Requests</p> <p>Labor Costs: Minimum hourly rate of \$56 per hour plus copy charge Level 1: Up to 30 min. = no labor costs, material costs only Level 2: 30 min. to 2 hrs. = \$56 per hour plus cost of materials Level 3: Over 2 hrs. = actual cost of employee time plus cost of materials</p> <p>Material Costs: <u>Printed Materials</u> (Double-sided is considered two pages) No charge for the first 10 pages \$.25 for 8 ½ x 11 pages \$.50 for 11 x 17 pages \$.75 for color copies \$5.00 per page for photograph quality printed pictures <u>Preprinted reports, maps, large formatted documents etc.</u> Provided at Commission's actual cost <u>Electronic copies</u> Hard copies of electronic copies will be charged the printing costs, except for GIS data. Can be emailed or faxed. Copy to DVD or CD: \$25 each (\$2 for each additional copy ordered at the same time. <u>Audio or Video recordings</u> Based on minimum hourly charge; CD of meeting \$25</p>	See fee structure at left
21.	Customer deposit/ account	\$90
22.	Returned item for NSF or ACH transactions, per each invoice cloud	\$25
23.	Monthly finance charge for billings not paid within 30 days of invoice due date	1.0 % per Month
24.	Sidewalk detour barricades and traffic plan. Use in conjunction with item 13 (a, b, d, e) per each sidewalk closure.	\$400
25.	Temporary Water Meter (Job Shack) per month	\$25
26.	Deposit for Fire Hydrant Device/each	\$1500
27.	Engineering Plan Review Fee	
	Minor Site Plan	\$800
	Site Plan	\$1300
	Subdivision/Partition (4 or less lots)	\$900
	Subdivision (5-25 lots)	\$1200
	Subdivision (26-50 lots)	\$1500
	Additional Reviews (over 3 reviews)	\$200
	Resubmittal (over 6 months elapsed from final review to construction)	\$300
	* For projects not listed above or that are unique in scope or size, a review fee estimate will be provided with the results of plan completeness check review.	



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Schedule 1

Rates Effective: March 1, 2023

**Fire Standby Service
Inside City of Medford**

Application:

This rate schedule shall apply to all fire standby services within the City of Medford as permitted under the Regulations Governing Water Service

Base Charge	Line Size	Present Rates	Calculated Rates
1) Normal Monthly Fee <i>Per Service by Line Size; per month</i>	2"	\$16.89	\$18.21
	4"	38.05	41.02
	6"	69.45	74.88
	8"	104.69	112.87
	10"	157.69	170.01

Schedule 2R

Rates Effective: March 1, 2023

**Single Family Residential (Metered)
Inside City of Medford**

Application:

This rate schedule shall apply to all single-family residences within the City of Medford and to individual apartments in apartment houses in Medford where service is furnished through a separate meter for each such individual apartment

Base Charge	Meter Size	Present Rates	Calculated Rates
1) Normal Monthly Fee	5/8"x3/4"	\$15.44	\$16.65
	1"	24.20	26.10
	1/1/2"	49.56	53.44
	2"	74.00	79.80
2) Special Fees			
a) High Elevation Water Service Charge <i>Per month, per meter; surcharge where booster pumping is provided</i>		\$4.19	\$4.37
b) Residential Backflow Monthly Fee <i>per month</i>		\$0.90	\$0.90
Consumption Charges			
1) Water Gallonage Charge <i>Per month, per 1,000 gallons</i>			
0 - 5,000		\$0.88	\$0.95
6,000 - 25,000		1.59	1.72
> 25,000		2.31	2.49
<i>* Tiered consumption charges include summer incentive of \$0.10 and Future Water Supply and Treatment of \$0.10*</i>			
2) High Elevation Water Gallonage Surcharge <i>per 1,000 gallons, for service above elevation 1,500 where booster pumping is provided by the utility, for each 150 feet in elevation or additional fraction thereof</i>		\$0.07	\$0.08

Schedule 2C

Rates Effective: March 1, 2023

**Nonresidential & Multi-Family
Inside City of Medford**

Application:

This rate schedule shall apply to all accounts within the city limits of Medford except single family residential; shall apply to all schools, hospitals, churches, commercials, and industrials

Base Charge	Meter Size	Present Rates	Calculated Rates
1) Normal Monthly Fee	5/8"x3/4"	\$15.44	\$16.65
	1"	24.20	26.10
	1/1/2"	49.56	53.44
	2"	74.00	79.80
	3"	146.88	158.39
	4"	229.76	247.77
	6"	440.16	474.65
	8"	676.55	729.57
	10"	1,031.90	1,112.77
2) Special Fees			
a) High Elevation Water Service Charge		\$4.19	\$4.37
<i>Per month, per meter; surcharge where booster pumping is provided</i>			
Consumption Charges			
1) Water Gallonage Charge			
<i>all gallonage, per 1,000 gallons</i>			
<u>Blocks</u>			
Summer - Water Read April through October.		\$1.57	\$1.69
Winter - Water Read November through March.		1.37	1.49
<i>* Differential is based on \$0.10 for summer incentive & \$0.10 for Future Water Supply and Treatment</i>			
2) High Elevation Water Gallonage Surcharge		\$0.07	\$0.08
<i>per 1,000 gallons, for service above elevation 1,500 where booster pumping is provided by the utility, for each 150 feet in elevation or additional fraction thereof</i>			

Schedule 3

Rates Effective: March 1, 2023

**Fire Standby Service
Outside City of Medford**

Application:

This rate schedule shall apply to all fire standby services outside the City of Medford as permitted under the Regulations Governing Water Service

Base Charge	Line Size	Present Rates	Calculated Rates
1) Normal Monthly Fee <i>Per Service by Line Size; per month</i>	2"	\$24.76	\$26.70
	4"	54.56	58.82
	6"	98.97	106.71
	8"	146.52	157.97
	10"	218.21	235.26

Schedule 4R

Rates Effective: March 1, 2023

**Single Family Residential
Outside City of Medford**

Application:

This rate schedule shall apply to all residential accounts outside the City of Medford except to accounts classified as utility or city customers in accordance with the Regulations Governing Water Service and except fire standby service

Base Charge	Meter Size	Present Rates	Calculated Rates
1) Normal Monthly Fee	5/8"x3/4"	\$21.48	\$23.16
	1"	35.70	38.50
	1/1/2"	71.80	77.42
	2"	105.72	114.01
	3"	222.12	239.49
	4"	337.54	363.94
	6"	635.53	685.24
	8"	956.77	1,031.60
	10"	1,439.59	1,552.18
2) Special Fees			
a) High Elevation Water Service Charge <i>Per month, per meter; surcharge where booster pumping is provided</i>		\$4.78	\$4.98
b) Service from Big Butte Springs Pipelines Surcharge <i>per meter, per month</i>		\$5.13	\$5.13
c) Service from Big Butte Springs Pipeline Surcharge <i>per meter, per month, with backflow</i>		\$12.73	\$12.73
d) Residential Backflow Monthly Fee <i>per meter, per month</i>		\$0.90	\$0.90
Consumption Charges			
1) Water Gallonage Charge <i>Per month, per 1,000 gallons</i>			
0 - 5,000		\$1.29	\$1.39
6,000 - 25,000		2.34	2.53
> 25,000		3.44	3.71
<i>* Tiered consumption charges include summer incentive of \$0.10 and \$0.10 for Future Water Supply and Treatment*</i>			
2) High Elevation Water Gallonage Surcharge <i>per 1,000 gallons, for service above elevation 1,500 where booster pumping is provided by the utility, for each 150 feet in elevation or additional fraction thereof</i>		\$0.07	\$0.08

Schedule 4C

Rates Effective: March 1, 2023

**Nonresidential & Multi-Family
Outside City of Medford**

Application:

This rate schedule shall apply to all accounts except single family residential accounts and those classified as utility or other city customers, outside the City of Medford - to all schools, hospitals, churches, commercials, and industrials - in accordance with the Regulations Governing Water Service and except fire standby service

Base Charge	Meter Size	Present Rates	Calculated Rates
1) Normal Monthly Fee	5/8"x3/4"	\$21.48	\$23.16
	1"	35.70	38.50
	1/1/2"	71.80	77.42
	2"	105.72	114.01
	3"	222.12	239.49
	4"	337.54	363.94
	6"	635.53	685.24
	8"	956.77	1,031.60
	10"	1,439.59	1,552.18
2) Special Fees			
a) High Elevation Water Service Charge <i>Per month, per meter; surcharge where booster pumping is provided</i>		\$4.78	\$4.98
b) Service from Big Butte Springs Pipelines Surcharge <i>per meter, per month</i>		\$5.13	\$5.13
c) Service from Big Butte Springs Pipelines Surcharge <i>per meter, per month, with backflow</i>		\$12.73	\$12.73
Consumption Charges			
1) Water Gallonage Charge <i>all gallonage, per 1,000 gallons</i>			
<u>Blocks</u>			
Summer - Water Read April through October.		\$2.08	\$2.24
Winter - Water Read November through March		1.88	2.04
* Differential is based on \$0.10 for summer incentive & \$0.10 for Future Water Supply and Treatment *			
2) High Elevation Water Gallonage Surcharge <i>per 1,000 gallons, for service above elevation 1,500 where booster pumping is provided by the utility, for each 150 feet in elevation or additional fraction thereof</i>		\$0.07	\$0.08

Schedule 5

Rates Effective: March 1, 2023

District Customers

Application:

This rate schedule shall apply to domestic water districts incorporated under Oregon State Statutes or private corporations organized for the provision of water service to 15 or more premises

Base Charge	Meter Size	Present Rates	Calculated Rates	
1) Normal Monthly Fee	5/8"x3/4"	\$9.90	\$11.08	
	1"	15.60	17.46	
	1 1/2"	32.37	36.23	
	2"	48.87	54.69	
	3"	92.29	103.29	
	4"	148.67	166.39	
	6"	288.23	322.58	
	8"	450.68	504.40	
	10"	694.61	777.40	
	2) Special Fees	a) Residential Backflow Monthly Fee	\$0.90	\$0.90
b) Fire Service by Detector Check Size		2"	\$10.95	\$12.26
		4"	25.10	28.10
		6"	46.00	51.50
		8"	70.32	78.73
		10"	106.82	119.60

Consumption Charges

1) Water Gallonage Charge

for all water measured by the master meters supplying the utility customers, or in the absence of master meters, the total of the gallonage used by the individual users within the service area of the utility customer plus 6 percent thereof. All gallonage, per 1,000 gallons.

Blocks

Summer - Water Read April through October.	\$0.80	\$0.90
Winter - Water Read November through March.	0.60	0.70

** Differential is based on \$0.10 for summer incentive & \$0.10 for Future Water Supply and Treatment **

Schedule 6

Rates Effective: March 1, 2023

Partner Cities

Application:

This rate schedule shall apply to incorporated cities purchasing water from the commission as defined by the Regulations Governing Water Service

Base Charge	Meter Size	Present Rates	Calculated Rates
1) Normal Monthly Fee	2"	\$72.42	\$87.63
	3"	136.90	165.65
	4"	212.45	257.07
	6"	406.97	472.69
	8"	623.25	723.90
	10"	948.51	1,101.68

Consumption Charges

1) Water Gallonage Charge

All gallonage, per 1,000 gallons.

Blocks

Summer - Water Read April through October.	\$0.89	\$0.97
Winter - Water Read November through March	0.69	0.77

** Differential is based on \$0.10 for summer incentive & \$0.10 for Future Water Supply and Treatment **

Schedule 7

Rates Effective: March 1, 2023

Intermittent Users

Application:

This rate schedule shall apply to all customers that are served on an intermittent basis (e.g., golf course irrigation systems)

<u>Base Charge</u>	<u>Present Rates</u>	<u>Calculated Rates</u>
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1) Normal Monthly Fee

a) Base charge will be based on the meter size for the appropriate customer class

2) Special Fees

a) High Elevation Water Service Charge <i>Surcharge where booster pumping is provided; per month per meter</i>	\$4.78	\$4.98
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b) Residential Backflow Monthly Fee	\$0.90	\$0.90
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Consumption Charges

1) Water Gallonage Charge

Summer - Water Read April through October.	\$2.08	\$2.24
Winter - Water Read November through March	N/A	\$2.04

2) Special Charges

a) High Elevation Water Gallonage Surcharge <i>per 1,000 gallons, for service above elevation 1,500 where booster pumping is provided by the utility, for each 150 feet in elevation or additional fraction thereof</i>	\$0.07	\$0.08
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Schedule 8

Rates Effective: March 1, 2023

**Special Outside Customers
Outside City of Medford**

Application:

This rate schedule shall apply to all accounts receiving service from the Medford Water Commission connected through a master meter serving more than one residential unit have not paid a System Development Charge and approved for receiving of water service by the Board of Water Commissioners in accordance to the standards as set forth in Resolution No. 1058, and in accordance with the Regulations Governing Water Service

Base Charge	Meter Size	Present Rates	Calculated Rates
1) Normal Monthly Fee	5/8"x3/4"	\$22.89	\$23.16
	1"	38.69	38.50
	1/1/2"	NA	77.42
	2"	NA	114.01
	3"	NA	239.49
	4"	NA	363.94
	6"	NA	685.24
	8"	NA	1,031.60
	10"	NA	1,552.18
2) Special Fees	a) High Elevation Water Service Charge <i>Per month, per meter; surcharge where booster pumping is provided</i>	\$4.78	\$4.98
	b) Service from Big Butte Springs Pipelines Surcharge <i>per meter, per month</i>	\$5.13	\$5.13
	c) Service from Big Butte Springs Pipeline Surcharge <i>per meter, per month, with backflow</i>	\$12.73	\$12.73
	d) Residential Backflow Monthly Fee <i>per meter, per month</i>	\$0.90	\$0.90

Consumption Charges

1) Water Gallonage Charge			
<i>All gallonage, per 1,000 gallons.</i>			
<u>Blocks</u>			
0 - 5,000		\$1.58	
6,000 - 20,000		2.84	
> 20,000		4.11	
Summer - Water Read April through October.			\$2.77
Winter - Water Read November through March.			2.52
2) Special Charges			
a) High Elevation Water Gallonage Surcharge <i>per 1,000 gallons, for service above elevation 1,500 where booster pumping is provided by the utility, for each 150 feet in elevation or additional fraction thereof</i>		\$0.07	\$0.08

Schedule 9

Rates Effective: March 1, 2023

**Irrigation
Inside City of Medford**

Application:

This rate schedule shall apply to all accounts within the city limits of Medford for Irrigation Customers

Base Charge	Meter Size	Present Rates	Calculated Rates
1) Normal Monthly Fee	5/8"x3/4"	\$15.44	\$16.65
	1"	24.20	26.10
	1/1/2"	49.56	53.44
	2"	74.00	79.80
	3"	146.88	158.39
	4"	229.76	247.77
	6"	440.16	474.65
	8"	676.55	729.57
	10"	1,031.90	1,112.77
2) Special Fees			
a) High Elevation Water Service Charge		\$4.19	\$4.37
<i>Per month, per meter; surcharge where booster pumping is provided</i>			
Consumption Charges			
1) Water Gallonage Charge			
<i>all gallonage, per 1,000 gallons</i>			
All Consumption		\$1.57	\$1.69
2) High Elevation Water Gallonage Surcharge		\$0.07	\$0.08
<i>per 1,000 gallons, for service above elevation 1,500 where booster pumping is provided by the utility, for each 150 feet in elevation or additional fraction thereof</i>			

Schedule 10

Rates Effective: March 1, 2023

**Irrigation
Outside City of Medford**

Application:

This rate schedule shall apply to all irrigation accounts outside Medford City limits

Base Charge	Meter Size	Present Rates	Calculated Rates
1) Normal Monthly Fee	5/8"x3/4"	\$21.48	\$23.16
	1"	35.70	38.50
	1/1/2"	71.80	77.42
	2"	105.72	114.01
	3"	222.12	239.49
	4"	337.54	363.94
	6"	635.53	685.24
	8"	956.77	1,031.60
	10"	1,439.59	1,552.18
2) Special Fees			
a) High Elevation Water Service Charge <i>Per month, per meter; surcharge where booster pumping is provided</i>		\$4.78	\$4.98
b) Service from Big Butte Springs Pipelines Surcharge <i>per meter, per month</i>		\$5.13	\$5.13
c) Service from Big Butte Springs Pipelines Surcharge <i>per meter, per month, with backflow</i>		\$12.73	\$12.73
Consumption Charges			
1) Water Gallonage Charge <i>all gallonage, per 1,000 gallons</i>			
All Consumption		\$2.08	\$2.24
2) High Elevation Water Gallonage Surcharge <i>per 1,000 gallons, for service above elevation 1,500 where booster pumping is provided by the utility, for each 150 feet in elevation or additional fraction thereof</i>		\$0.07	\$0.08

Schedule 11

Rates Effective: March 1, 2023

Service Center Bulk Water Sales Dispenser

Application:

This rate schedule shall apply to the sale of bulk water from Medford Water's dispenser located at the City of Medford Service Center, at 821 N. Columbus Ave., Medford, Oregon 97501.

Consumption Charges	Present Rates	Calculated Rates
1) Water Gallonage Charge <i>all gallonage, per 1,000 gallons</i>	\$4.01	\$4.01



Memorandum

TO: Commissioners Bob Strosser, David Wright, Jason Anderson, John Dailey and Michael Smith

FROM: Brad Taylor, General Manager

DATE: Wednesday, June 5, 2024

SUBJECT: Item 7.0 – Resolution 1937, Authorizing the General Manager to Execute a Contract Amendment with Soderstrom Architects, Ltd. for Consulting Engineering & Architectural Services for Task Order 5 Construction Administration and Value Engineering Services of the Medford Water Operations Center Project.

OBJECTIVE: Board Approval

Issue

Soderstrom Architects, Ltd contract for Task Order 1 (Programming and Basis of Design for Medford Water Operations Center Project), Task 2 (Schematic Design), Task 3 (Detailed Design), and Task 4 Construction Documents, Permits, & Bid Phase Support. The team is moving into Task 5 Construction Administration and Value Engineering Services.

Discussion

In November 2022, Medford Water advertised an RFP seeking proposals to deliver Consulting Engineering & Architectural Services for this project. Soderstrom Architects, Ltd. was selected for a combination of experience, technical expertise, and industry knowledge to deliver this work to the satisfaction of Medford Water. On March 1, 2023, Resolution 1862 was approved for a Scope of Services and fee of \$116,720 for the first phase of work: Task Order 1 Programming and Basis of Design. Task 1 work is complete.

On August 16, 2023, Resolution 1900 was approved for a Scope of Services for Task Order 2 Schematic Design (30% Design) and fee of \$508,327. Task 2 work is complete.

On December 6, 2023, Resolution 1915 was approved for a Scope of Services for Task Order 3 Detailed Design (60% Design) and fee of \$596,154. Task 3 work is complete.

On February 7, 2024, Resolution 1922 was approved for a Scope of Services for Task Order 4 Construction Documents, Building Permits and Bid Phases and fee of \$921,727. Task 4 work is in progress.

The work to be completed under this Task Order 5 Construction Administration and Value Engineering Services, includes additional services to support value engineering efforts and also estimated fees for construction administration.

Financial Impact

This project spans multiple fiscal years. There is budget allocated for design of the project in fiscal year 23/24 and money forecast for construction is included in the 10 yr. CIP plan in FY24/25 thru FY25/26.

Requested Board Action

Staff recommends approval of Resolution 1937, authorizing the General Manager to execute an Amendment to the Consulting Services contract with Soderstrom Architects, Ltd. in the amount of \$974,240 for Task Order 5 of the Medford Water Operations Center project. This would bring the total authorized amount under the contract to \$3,117,168. With programming work removed from total cost (\$116,720) it is estimated that design fees will be around 8% of estimated building construction cost.

RESOLUTION NO. 1937

A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract Amendment in the Amount of \$974,240.00, with Soderstrom Architects, Ltd. for Consulting Services for Consulting Engineering & Architectural Services for Task Order 5 Construction Administration and Value Engineering Services of the Medford Water Operations Center project.

WHEREAS, a contract in the amount of \$116,720.00 was awarded by the Board of Water Commissioners through Resolution No. 1862 on March 1, 2023; and

WHEREAS, a contract amendment in the amount of \$508,327.00 was awarded by the Board of Water Commissioners through Resolution No. 1900 on August 16, 2023; and

WHEREAS, a contract amendment in the amount of \$596,154.00 was awarded by the Board of Water Commissioners through Resolution No. 1915 on December 6, 2023; and

WHEREAS, a contract amendment in the amount of \$921,727.00 was awarded by the Board of Water Commissioners through Resolution No. 1922 on February 7, 2024; and

WHEREAS, Soderstrom Architects, Ltd. has submitted a Scope of Work, Schedule, and Budget for Task Order 5 Construction Administration and Value Engineering Services of the project and is qualified and agreeable to render the services specified therein; and

WHEREAS, the value of the contract Amendment for Task Order 5, is estimated at \$974,240.00, bringing the total contract value to \$3,117,168.00; and

WHEREAS, the contract amendment price has been examined and has been found to be agreeable;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON, AS FOLLOWS:

SECTION 1. That an amendment to the contract in the amount of \$974,240.00 for Consulting Services for Task Order 5 Construction Administration and Value Engineering Services of the Medford Water Operations Center project is hereby awarded to Soderstrom Architects, Ltd.

SECTION 2. That the General Manager is hereby authorized and directed to execute said contract amendment on behalf of the Board of Water Commissioners, which contract is on file in the Office of the Commission and by reference made a part hereof.

PASSED at a regular meeting of the Board of Water Commissioners and signed by me in authentication thereof this 5th day of June 2024.

ATTEST: _____
Amber Furu, Asst. Clerk of the Commission

Bob Strosser, Chair



Memorandum

TO: Commissioners Bob Strosser, David Wright, Jason Anderson, John Dailey and Michael Smith

FROM: Tanya Haakinson, Human Resources Manager

DATE: Wednesday, June 5, 2024

SUBJECT: Item 8.0 – Resolution 1938, Authorizing the General Manager to Execute Amendment to Agreement between Board of Water Commissioners and the Laborers' International Union of North America, Local #737

OBJECTIVE: Board Approval

Issue

The current Agreement in effect between the bargaining unit employees and Medford Water will expire on June 30, 2025. Each year, a cost-of-living-adjustment is evaluated, using the prescribed formula outlined in the collective bargaining agreement.

Discussion

Appendix A lists the cost-of-living-adjustment for each bargaining unit position. A copy of the Amendment, Appendix A, is attached to this memorandum.

Financial Impact

The financial impact of the agreement is wage adjustments that occur annually on July 1st. On July 1st of each year of this agreement, all members of the Bargaining Unit receive a cost-of-living-adjustment (COLA). This adjustment shall be determined from the "Consumer Price Indexes, Pacific Cities and U.S. City Averages", for Urban Wage Earners and Clerical Workers. It shall be the preceding year's 12-month average (January through December) of West Cities (Series ID: CWUR0400SA0). The annual cost-of-living-adjustment will be a minimum of 1.5% and a maximum of 5.0% based on the CPI. This year's (2024 – 2025) COLA increase is 4.14%.

Requested Board Action

Staff recommends approval of Resolution 1938, authorizing the General Manager to execute an Amendment to the Agreement between the Board of Water Commissioners and the Laborer's International Union of North America, Local #373.

RESOLUTION NO. 1938

A RESOLUTION Authorizing the General Manager to Execute an Amendment to Agreement between the Board of Water Commissioners and the Laborers' International Union of North America, Local #737

WHEREAS, the Agreement is in effect between the bargaining unit employees and Medford Water will expire June 30, 2025; and

WHEREAS, negotiations between representatives of the bargaining unit and Medford Water staff have concluded and all Amendments have been incorporated into the Agreement, a copy of which is on file in Medford Water's office and by reference made a part hereof;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS OF THE CITY OF MEDFORD, OREGON AS FOLLOWS:

SECTION 1. That the Amendment to the Agreement between the Board of Water Commissioners of the City of Medford, and the Laborers' International Union of North America, Local #737, shall apply to all bargaining unit employees of the Board of Water Commissioners, as set forth herein.

SECTION 2. That the General Manager, acting by and on behalf of the Board of Water Commissioners, is authorized and directed to execute said Amendments to the Agreement, and that it shall be effective upon ratification by both parties, and shall remain in full force and effect until June 30, 2025.

SECTION 3. That the Amendment to Agreement Between the Board of Water Commissioners of the City of Medford, and the Laborers' International Union of North America, Local #737, as set forth in Exhibit A (C.O.L.A. Wage Increase), a copy of which is on file in Medford Water's office and by reference made a part hereof, is hereby approved.

PASSED at a regular meeting of the Board of Water Commissioners of the City of Medford, Oregon, and signed by me in authentication thereof this 5th day of June 2024.

ATTEST: _____
Amber Furu, Asst. Clerk of the Commission

Bob Strosser, Chair

EXHIBIT A

MONTHLY SALARIES-COLLECTIVE BARGAINING UNIT
Effective July 1, 2024

MW Position Descriptions	Required OHA Cert. Level*	Monthly Salary (July 1, 2023)	Monthly Salary (July 1, 2024)**	% of UP2 for 2024***
UP1-Entry	None	5009	5216	84%
UP1-Journey	WD1	5187	5402	87%
UP2-Entry	WD1	5784	6023	97%
UP2-Journey***	WD2	5963	6210	100%
UP3-Entry	WD2	6260	6519	105%
UP3-Journey	WD3	6558	6830	110%
Metering Specialist-Entry	WD2	6558	6830	110%
Metering Specialist-Journey	WD3	6857	7141	115%
UP4-Entry	WD3	6857	7141	115%
UP4-Journey	WD4	7454	7763	125%
Senior Lead UP	WD4	7751	8072	130%
Field Tech 2-Entry	N/A	N/A	N/A	N/A
Field Tech 2-Journey	WD1	N/A	N/A	N/A
Field Tech 3-Entry	WD1	6857	7141	115%
Field Tech 3-Journey	WD2	7156	7452	120%
Field Tech Lead -Entry	WD1 in 18 months	7751	8072	130%
Field Tech Lead-Journey	WD1 in 18 months	8348	8694	140%

Standby Pay for Union Positions:
(Distribution/Treatment)

	2023-2024	2024-2025
Normal Weekly Pay	373	388.44
Holiday (In addition to Normal weekly pay)	118	124.30

N/A = Not Applicable, position unfilled

*Both Distribution and Treatment employees will be placed into the position description matching the required Oregon Health Authority Certification level. To journey, employee must work in entry position for 12 months *and* obtain OHA certification as indicated for position description. Incentive pay is relative to person, not position as per article 9.13.

**2023 COLA was 4.14% for 2024/2025 fiscal year, per index referenced in contract. Contract Limits COLA to 5%. Pacific Cities & US City Averages, Urban Wage Earners & Clerical Workers 12-month average of West Cities CWUR0400SA0.

*** UP2 is benchmark for Utility Person positions, relative to Total Market Compensation Survey.

MW Position Descriptions	Required OHA Cert Level	Monthly Salary July 1, 2023	Monthly Salary July 1, 2024	% of WTP Lead Journey for 2024*
Water Treatment Plant Operator IA – Entry	WT1 in 12 months^	4894	5097	65%
Water Treatment Plant Operator IB – Journey	WT1^	5267	5485	83%
Water Treatment Plant Operator IIA – Entry Current Employee^^	WT2^	5547 6484	5777 6752	74% 86%
Water Treatment Plant Operator IIB – Journey	WT2 FE^	5824	6065	77%
Water Treatment Plant Operator IIIA – Entry	WT3 FE^	6103	6356	81%
Water Treatment Plant Operator IIIB – Journey	WT3 FE^	6380	6644	85%
Water Treatment Plant Operator IVA – Entry Current Employee^^	WT4 FE^	6672 6970	6948 7259	88% 92%
Water Treatment Plant Operator IVB – Journey	WT4 FE^	6839	7122	91%
Water Treatment Operations Specialist III – Entry	WT2 FE + WT3 in 6 months^	6726	7004	89%
Water Treatment Operations Specialist III – Journey	WT3 FE^	6934	7221	92%
WTP Lead – Entry	WT3 FE^	7088	7381	94%
WTP Lead – Journey*	WT4 FE^	7547	7859	100%

Building Security On-Call (Treatment):

	2023-2024	2024-2025
Normal Weekly Pay	87.78	91.41
Holiday (In addition to Normal weekly pay)	28.09	29.25

WT = Water Treatment FE = Filter Endorsement

^In addition to required OHA Certification level, employee must demonstrate knowledge tasks associated with each position.

WT Operators will receive 5% differential pay for night work/building security on-call.

*WTP Lead Journey is benchmark for WTP positions, relative to Total Market Compensation survey.

^^After July 1, 2023, employees who move into Water Treatment Plant Operator IIA/B or Water Treatment Plant Operator IVA/B will receive market based pay listed in the Exhibit. Current employees in these roles were redlined prior to unionization based on market based pay, but received a COLA adjustment on 7/1/2023 and will receive COLA increase on 7/1/2024, per existing union contract.



REVISED

Memorandum

TO: Commissioners Bob Strosser, David Wright, Jason Anderson, John Dailey and Michael Smith
FROM: Tanya Haakinson, Human Resources Manager
DATE: Wednesday, June 5, 2024
SUBJECT: Item 9.0 - Workers Compensation Renewal Plan Year 7/1/2024 – 7/1/2025
OBJECTIVE: Informational - Opportunity to Comment

Issue

Medford Water renews the Workers Compensation insurance annually. Marsh McLennan Agency is our broker for Workers Compensation, and SAIF continues to be the provider. SAIF responded to our request for the 2024 -2025 coverage year.

Discussion

For 2024-2025 coverage year, Marsh's quoted premium is \$39,088.11, which includes a discount for prepayment. At renewal, the experience modification factor will slightly increase from 0.59 to 0.66.

If the SAIF Board of Directors elect to declare a dividend for their policyholders, Medford Water will be eligible. The dividend for the 2023 year was \$8,346.

Financial Impact

The budget has assumed the Workers Compensation costs, the renewal premium falls within the budgeted amount. No assumption has been made for any future dividends. The renewal premium provides a pre-pay discount of \$1,232.89 and a premium discount of \$5,152.46.

Requested Board Action

This material is presented to the Board for informational and comment purposes.