



**REGULAR MEETING
NORTH CLACKAMAS COUNTY WATER COMMISSION
BOARD OF DIRECTORS
JANUARY 25, 2024 at 5:30 p.m.**

Join In-Person or Online

14496 SE River Rd.
Oak Grove, OR 97267

<https://us02web.zoom.us/j/83706303617>

AGENDA

- 1. Call Meeting to Order**
- 2. Welcome Visitors & the Public**
- 3. Public Comment**
- 4. Approval of Minutes**
 - 4.1 Approval of Minutes of the September 28, 2023 Regular Meeting
- 5. Adoption of Consent Calendar**
 - 5.1 Authorization of Checks for September, October, November, and December 2023
- 6. Board Discussion**
 - 6.1 Appoint Budget Officer (FY2024-25)
 - 6.2 Adopt Budget Calendar (FY2024-25)
 - 6.3 Approve True-Up from FY2022-23
- 7. Monthly Items**
 - 7.1 Financial Reports
 - 7.2 Operations Report
 - 7.3 Manager's Report
 - 7.4 Business from the Board
- 8. Convene Local Contract Review Board**
 - 8.1 Approve Resolution 2024-2 Authorizing a Special Procurement for the Slow Sand Replacement Project
 - 8.2 Issue Notice of Intent to Award a Construction Contract for the Slow Sand Replacement Project
- 9. Adjourn Regular Meeting**

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Agenda Item 4.1



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES – 5:30 P.M.
SEPTEMBER 28, 2023**

BOARD MEMBERS PRESENT:

Paul Gornick	Oak Lodge Water Services
Kevin Williams	Oak Lodge Water Services
Chris Hawes	Sunrise Water Authority
Kevin Bailey	Sunrise Water Authority
Luke Roberts	City of Gladstone

STAFF PRESENT:

Wade Hathhorn	Sunrise Water Authority
Laural Casey	Oak Lodge Water Services

ATTENDEES:

Jamey Pietzold	Sunrise Water Authority
Rusty Garrison	Clackamas River Water
Sarah Jo Chaplen	Oak Lodge Water Services

1. Call to Order

2. Welcome Visitors & the Public

Chair Roberts called the Board of Directors meeting to order at 5:30 p.m.

Chair Roberts and General Manager Hathhorn acknowledged the sudden and unfortunate passing of HR Manager Aleah Binkowski-Burk, expressing condolences to the Oak Lodge Water Services team.

3. Public Comment

There was no public comment.

4. Approval of Minutes

4.1 Approval of Minutes of the June 22, 2023 Regular Meeting

Chair Roberts called for a motion. Director Gornick moved to approve the June 22, 2023 minutes. Director Williams seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Roberts, Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

5. Adoption of Consent Calendar

5.1 Authorization of Checks for June, July, and August 2023

5.2 Appoint Legal Counsel of Record

5.1 Appoint Insurance Agent of Record

Chair Roberts called for a motion. Director Hawes moved to adopt the Consent Calendar. Director Bailey seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Roberts, Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

6. Board Discussion

6.1 Election of Officers for FY 2023-24

Director Williams nominated Paul Gornick for Chair and Chris Hawes for Vice Chair.

Chair Roberts called for a motion. Director Williams moved the slate of nominations. Vice Chair Bailey seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Roberts, Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

6.2 Master Plan & CIP Update

6.3 Update on Emergency Pipeline Restoration

Chair Roberts acknowledged the reports for agenda items 6.2 and 6.3.

General Manager Hathhorn overviewed the attachments and next steps. Director Gornick asked for a copy of the Master Plan.

7. Monthly Items

7.1 Financial Reports

7.2 Operations Report

7.3 Manager's Report

Chair Roberts acknowledged the reports for agenda items 7.1, 7.2, and 7.3.

General Manager Hathhorn overviewed the written reports. The Board asked questions regarding formalizing regulations, withdrawal rates, and collaboration with PGE.

7.4 Business from the Board

There was no business.

8. Convene Local Contract Review Board

8.1 Issue Notice of Intent to Award Construction Contract for New Sand Installation in Beds 2 and 4

Chair Roberts suspended the regular meeting and opened a meeting of the Local Contract Review Board at 5:51 p.m.

General Manager Hathhorn outlined the competitive bids received for the project and recommended not accepting due to potential unethical vendor practices. The Commission's legal counsel had been notified. The Board asked questions about the production of the sand and vendor certification.

Chair Roberts adjourned the Local Contract Review Board and resumed the regular meeting at 5:57 p.m.

9. Adjourn Regular Meeting

Chair Roberts called for a motion. Director Williams moved to adjourn the meeting. Director Gornick seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Roberts, Bailey, Hawes, Gornick, and Williams.

MOTION CARRIED

Chair Roberts adjourned the meeting at 5:58 p.m.

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Agenda Item 5.1

Subject: Authorization of Checks for September, October, November, and December 2023

Presenter(s): Gail Stevens, Finance Director

Board Action: The Board is requested to formally authorize the check runs.

Attachments: Bank Reconciliation Checks by Date Report

Background: The Board is responsible for reviewing and approving monthly check runs.

Analysis: In the four-month period September - December 2023, there were 43 electronic withdrawals totaling \$388,687.45 and 91 valid checks issued numbered 30953 through 31042 totaling \$743,342.46 – total period payments of \$1,132,029.91. There was one voided check for \$19,683.40 during current period.

Options: None

Staff Recommendation: Approve check run as presented for September, October, November, and December 2023.

Draft Motion: Move to approve all checks and electronic withdrawals for the period September, October, November, and December 2023 totaling \$1,132,029.91 noting there was one voided check from the prior periods.

Bank Reconciliation
 Checks by Date
 User: Gail
 Printed: 01/19/2024 - 4:11PM
 Cleared and Not Cleared Checks
 Print Void Checks

ACH Disbursement Activity

Number	Issue Date	Vendor	Comment	Module	Void	Clear Date	Amount	
0	9/8/2023	Internal Revenue Service-ACH		AP		9/30/2023	4,202.41	
0	9/8/2023	OR Department of Revenue		AP		9/30/2023	1,336.69	
0	9/8/2023	Portland General Electric		AP		9/30/2023	71,369.27	
0	9/8/2023	Payroll Direct Deposit	DD 00001.09.2023	PR		9/30/2023	9,984.43	
0	9/9/2023	Wells Fargo Remittance Ctr MC		AP		9/30/2023	2,343.60	
0	9/12/2023	Oregon PERS		AP		9/30/2023	4,716.73	
0	9/22/2023	Internal Revenue Service-ACH		AP		10/31/2023	4,466.25	
0	9/22/2023	OR Department of Revenue		AP		10/31/2023	1,401.29	
0	9/22/2023	Payroll Direct Deposit	DD 00002.09.2023	PR		9/30/2023	10,270.14	
0	9/27/2023	Oregon PERS		AP		9/30/2023	4,588.57	
0	10/6/2023	Internal Revenue Service-ACH		AP		10/31/2023	4,252.06	
0	10/6/2023	OR Department of Revenue		AP		10/31/2023	1,343.68	
0	10/6/2023	Portland General Electric		AP		10/31/2023	62,049.98	
0	10/6/2023	Payroll Direct Deposit	DD 00001.10.2023	PR		10/31/2023	9,949.11	
0	10/9/2023	Wells Fargo Remittance Ctr MC		AP		10/31/2023	1,090.41	
0	10/12/2023	Oregon PERS		AP		10/31/2023	4,769.23	
0	10/20/2023	Internal Revenue Service-ACH		AP		10/31/2023	3,998.23	
0	10/20/2023	OR Department of Revenue		AP		10/31/2023	1,270.38	
0	10/20/2023	Payroll Direct Deposit	DD 00002.10.2023	PR		10/31/2023	9,512.59	
0	10/27/2023	Oregon PERS		AP		10/31/2023	8,964.71	
0	11/3/2023	Internal Revenue Service-ACH		AP		11/30/2023	3,911.02	
0	11/3/2023	OR Department of Revenue		AP		11/30/2023	1,191.68	
0	11/3/2023	Payroll Direct Deposit	DD 00001.11.2023	PR		11/30/2023	9,356.31	
0	11/6/2023	Portland General Electric		AP		11/30/2023	36,011.10	
0	11/9/2023	Wells Fargo Remittance Ctr MC		AP		11/30/2023	1,333.27	
0	11/17/2023	Internal Revenue Service-ACH		AP		11/30/2023	4,477.85	
0	11/17/2023	OR Department of Revenue		AP		11/30/2023	1,346.38	
0	11/17/2023	Payroll Direct Deposit	DD 00002.11.2023	PR		11/30/2023	10,307.11	
0	11/29/2023	Oregon PERS		AP		11/30/2023	9,075.64	
0	12/1/2023	Internal Revenue Service-ACH		AP		12/31/2023	4,318.54	
0	12/1/2023	OR Department of Revenue		AP		12/31/2023	1,309.86	
0	12/1/2023	Payroll Direct Deposit	DD 00001.12.2023	PR		12/31/2023	10,150.72	
0	12/8/2023	Portland General Electric		AP		12/31/2023	30,553.46	
0	12/8/2023	Wells Fargo Remittance Ctr MC		AP		12/31/2023	4,344.79	
0	12/12/2023	Oregon PERS		AP		12/31/2023	4,680.89	
0	12/15/2023	DELUXE		AP		12/31/2023	582.93	
0	12/15/2023	Internal Revenue Service-ACH		AP		12/31/2023	3,884.28	
0	12/15/2023	OR Department of Revenue		AP		12/31/2023	1,188.95	
0	12/15/2023	Payroll Direct Deposit	DD 00015.12.2023	PR		12/31/2023	9,388.81	
0	12/28/2023	Oregon PERS		AP		12/31/2023	4,291.68	
0	12/29/2023	Internal Revenue Service-ACH		AP		12/31/2023	4,053.84	
0	12/29/2023	OR Department of Revenue		AP		12/31/2023	1,243.61	
0	12/29/2023	Payroll Direct Deposit	DD 00016.12.2023	PR		12/31/2023	9,804.97	
ACH Disbursement Activity Subtotal							43	388,687.45
Voided ACH Activity								-
Adjusted ACH Disbursement Activity Subtotal								388,687.45

Paper Check Disbursement Activity

Number	Issue Date	Vendor	Comment	Module	Void	Clear Date	Amount
30944	8/15/2023	Special Districts Insurance Sv		AP	Void		19,683.40
30953	9/1/2023	AFLAC		AP		9/30/2023	442.50
30954	9/1/2023	Cintas Corporation - 463		AP		9/30/2023	179.44
30955	9/1/2023	Cintas Corporation No. 2		AP		9/30/2023	99.00
30956	9/1/2023	Larry Potter Landscape Services		AP		9/30/2023	900.00
30957	9/1/2023	Portland Engineering Inc.		AP		9/30/2023	187.50
30958	9/1/2023	Verizon Wireless		AP		9/30/2023	414.95
30959	9/8/2023	Clackamas River Water District		AP		9/30/2023	146,591.20
30960	9/8/2023	NW Natural		AP		9/30/2023	99.49
30961	9/8/2023	Stantec Consulting Services Inc.		AP		9/30/2023	743.75
30962	9/8/2023	Stein Oil Co.		AP		9/30/2023	184.32
30963	9/15/2023	Atlas Copco Compressors Inc		AP		9/30/2023	854.00
30964	9/15/2023	Oregon City Garbage Co.		AP		9/30/2023	55.65
30965	9/15/2023	Portland Engineering Inc.		AP		9/30/2023	50.00
30966	9/15/2023	Special Districts Insurance Sv		AP		9/30/2023	23,390.41
30967	9/22/2023	Cintas Corporation - 463		AP		10/31/2023	83.71
30968	9/22/2023	Cintas Corporation No. 2		AP		9/30/2023	99.00
30969	9/22/2023	OR Dept of Environmental Quality		AP		9/30/2023	834.00

Bank Reconciliation

Checks by Date

User: Gail

Printed: 01/19/2024 - 4:11PM

Cleared and Not Cleared Checks

Print Void Checks

30970	9/22/2023	Portland Engineering Inc.	AP	10/31/2023	75.00
30971	9/22/2023	Sunrise Water Authority	AP	9/30/2023	7,697.88
30972	9/22/2023	Team Electric Company	AP	9/30/2023	2,624.00
30973	9/22/2023	Univar USA Inc	AP	9/30/2023	3,819.98
30974	9/22/2023	Verizon Wireless	AP	10/31/2023	1,522.22
30975	9/29/2023	AFLAC	AP	10/31/2023	442.50
30976	9/29/2023	Atlas Copco Compressors Inc	AP	10/31/2023	4,174.39
30977	9/29/2023	Hasa, Inc	AP	10/31/2023	14,610.96
30978	9/29/2023	Larry Potter Landscape Services	AP	10/31/2023	730.00
30979	9/29/2023	OR Dept of Environmental Quality	AP	10/31/2023	3,188.00
30980	9/29/2023	Stein Oil Co.	AP	10/31/2023	101.85
30981	9/29/2023	Team Electric Company	AP	10/31/2023	4,819.00
30982	9/29/2023	Top Industrial Supply	AP	10/31/2023	92.87
30983	10/6/2023	Cintas Corporation - 463	AP	10/31/2023	95.73
30984	10/6/2023	Clackamas River Water District	AP	10/31/2023	124,482.87
30985	10/6/2023	Clackamas River Water Provider	AP	10/31/2023	40,286.25
30986	10/6/2023	Hasa, Inc	AP	10/31/2023	3,600.48
30987	10/6/2023	NW Natural	AP	10/31/2023	115.53
30988	10/6/2023	Oak Lodge Water Services Authority	AP	10/31/2023	19,510.19
30989	10/6/2023	Oregon City Garbage Co.	AP	10/31/2023	55.65
30990	10/13/2023	Buel Impressions Printing	AP	10/31/2023	504.75
30991	10/13/2023	Industrial Software Solutions	AP	10/31/2023	6,320.00
30992	10/13/2023	Ring Bender LLP	AP	10/31/2023	189.37
30993	10/13/2023	Stein Oil Co.	AP	10/31/2023	292.59
30994	10/27/2023	AFLAC	AP	11/30/2023	885.00
30995	10/27/2023	Atlas Copco Compressors Inc	AP	11/30/2023	1,146.42
30996	10/27/2023	Cintas Corporation - 463	AP	11/30/2023	83.71
30997	10/27/2023	Cintas Corporation No. 2	AP	11/30/2023	99.00
30998	10/27/2023	Hach Company	AP	11/30/2023	272.00
30999	10/27/2023	Larry Potter Landscape Services	AP	11/30/2023	805.00
31000	10/27/2023	MOSS ADAMS LLP	AP	11/30/2023	1,050.00
31001	10/27/2023	Portland Engineering Inc.	AP	11/30/2023	50.00
31002	10/27/2023	Pump Dynamics, LLC	AP	11/30/2023	7,390.02
31003	10/27/2023	Sunrise Water Authority	AP	11/30/2023	11,909.17
31004	10/27/2023	Verizon Wireless	AP	11/30/2023	322.11
31005	11/3/2023	Patrick BARR	AP	11/30/2023	516.57
31006	11/3/2023	Forklift Services of Oregon	AP	11/30/2023	332.12
31007	11/3/2023	Hasa, Inc	AP	11/30/2023	3,611.40
31008	11/3/2023	RH2 Engineering, Inc	AP	11/30/2023	10,006.79
31009	11/3/2023	Special Districts Insurance Sv	AP	11/30/2023	6,460.36
31010	11/3/2023	Stein Oil Co.	AP	11/30/2023	280.06
31011	11/9/2023	Clackamas River Water District	AP	11/30/2023	96,705.12
31012	11/9/2023	NW Natural	AP	11/30/2023	135.06
31013	11/9/2023	Stein Oil Co.	AP	11/30/2023	150.87
31014	11/17/2023	Cintas Corporation - 463	AP	12/31/2023	198.96
31015	11/17/2023	Oregon City Garbage Co.	AP	11/30/2023	55.65
31016	11/17/2023	Portland Engineering Inc.	AP	11/30/2023	50.00
31017	11/17/2023	Trotter & Morton - Portland	AP	11/30/2023	4,246.00
31018	11/17/2023	Verizon Wireless	AP	12/31/2023	322.11
31019	11/22/2023	MOSS ADAMS LLP	AP	11/30/2023	10,500.00
31020	12/8/2023	Cintas Corporation No. 2	AP	12/31/2023	99.00
31021	12/8/2023	NW Natural	AP	12/31/2023	181.21
31022	12/8/2023	OR Department of Revenue	AP	12/31/2023	203.00
31023	12/8/2023	Portland Engineering Inc.	AP	12/31/2023	50.00
31024	12/8/2023	Special Dist Assoc Of Oregon	AP	12/31/2023	3,197.00
31025	12/8/2023	Special Districts Insurance Sv	AP	12/31/2023	9,518.87
31026	12/8/2023	Sunrise Water Authority	AP	12/31/2023	8,136.72
31027	12/15/2023	Cintas Corporation No. 2	AP	12/31/2023	99.00
31028	12/15/2023	Clackamas River Water District	AP	12/31/2023	101,459.80
31029	12/15/2023	Hach Company	AP	12/31/2023	1,676.00
31030	12/15/2023	Hasa, Inc	AP	12/31/2023	3,464.76
31031	12/15/2023	Larry Potter Landscape Services	AP	12/31/2023	293.00
31032	12/15/2023	Oregon City Garbage Co.	AP	12/31/2023	55.65
31033	12/15/2023	Pump Dynamics, LLC	AP	12/31/2023	7,901.39
31034	12/15/2023	Ring Bender LLP	AP	12/31/2023	1,015.00
31035	12/15/2023	Stantec Consulting Services Inc.	AP	12/31/2023	1,298.75
31036	12/15/2023	Stein Oil Co.	AP	12/31/2023	455.81
31037	12/15/2023	U.S. Crane & Hoist Inc	AP	12/31/2023	381.00
31038	12/15/2023	Univar USA Inc	AP	12/31/2023	1,339.99
31039	12/15/2023	UPS	AP	12/31/2023	1.65

Bank Reconciliation

Checks by Date

User: Gail

Printed: 01/19/2024 - 4:11PM

Cleared and Not Cleared Checks

Print Void Checks

31040	12/15/2023	Verizon Wireless	AP	12/31/2023	322.11
31041	12/29/2023	Merina & Company, LLP	AP		1,000.00
31042	12/29/2023	Special Districts Insurance Sv	AP		9,364.87
Paper Check Disbursement Activity Subtotal			91		743,342.46
Voided Paper Check Disbursement Activity					19,683.40
Adjusted Paper Check Disbursement Activity Subtotal			91		723,659.06

Total Void Check Count:	1.00
Total Void Check Amount:	19,683.40
Total Valid Check Count:	135.00
Total Valid Check Amount:	1,112,346.51
Total Check Count:	136.00
Total Check Amount:	1,132,029.91

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Agenda Item 6.1

Subject: Appoint FY2024-25 Budget Officer

Presenter(s): Wade Hathhorn, General Manager

Board Action: Appoint FY2024-25 Budget Officer

Attachments: None

Background: The NCCWC Board of Directors have chosen to follow Oregon Budget Law ORS 294.900 to 294.930. Those rules require the appointment of a Budget Officer to oversee the preparation of the FY2024-25 Budget.

Analysis: Staff recommends the appointment of Gail Stevens, Finance Director, as the Budget Officer for the FY2024-25 Budget process.

Options: Alternative appointment

Staff Recommendation: Appoint Gail Stevens as the Budget Officer for the FY2024-25 Budget Process

Draft Motion: Move to appoint Gail Stevens as the Budget Officer for the FY2024-25 Budget process.

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Agenda Item 6.2

Subject: Adopt FY2024-25 Budget Calendar

Presenter(s): Gail Stevens, Finance Director

Board Action: Formally adopt FY2024-25 Budget Calendar

Attachments: None

Background: Oregon Budget Law ORS 294.414 to 294.428 requires specific procedures for scheduling and noticing budget committee meetings and related documents for the FY2024-25 Budget process.

Analysis: Staff recommends the following calendar of FY2024-25 Budget Committee meetings and notices:

January 25, 2024 - Appoint Budget Officer and Approve Budget Schedule

March 13, 2024 - Publish public notice of Budget Committee Meeting

March 21, 2024 - Send proposed budget document to Budget Committee

March 28, 2024 - Appoint Budget Committee and Hold Budget Committee Meeting (5:30pm OLWS Board Room)

April 25, 2024 – Second Budget Committee Meeting (if necessary)

June 12, 2024 - Publish Notice and Summary of Budget Adoption Hearing

June 27, 2024 - Conduct Public Hearing to Adopt Budget

Options: Amend recommended budget calendar

Staff Recommendation: Adopt proposed FY2024-25 Budget Calendar

Draft Motion: Move to adopt FY2024-25 Budget calendar as presented.

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Agenda Item 6.3

- Subject:** Adopt Resolution 2024-1 Waiving True-Up for FY2022-23
- Presenter(s):** Wade Hathhorn, General Manager
- Board Action:** The Board is requested to adopt Resolution 2024-1 waiving the true-up for FY2022-23.
- Attachments:** Resolution 2024-1 Waiving the True-Up for FY2023-24
- Background:** The NCCWC operates under an authorized annual budget that is based on forecasted revenue (resources) and expenditures (requirements). Following a formal audit of the “closed books” from the previous fiscal year, the Agreement that governs the NCCWC calls for a “true-up” to be established between the “actuals” and “budgeted” costs.
- Section 2.2(ii) states: “The budgeted costs shall be used to establish a projected price of water based on projected demand (i.e. use) from the NCCWC by all Members. Following the close of each fiscal period, a “true-up” will be established to reconcile the projected and actual cost of water. Any resulting reimbursement (or surcharge) owed to the Members shall be paid (or collected) within sixty (60) days of written notice to the Members, unless approved otherwise by the Board.”
- Analysis:** Following FY2022-23, the actual water sales (or resources) were sufficient to cover the total planned operating expenditures, leaving excess revenue totaling \$xxxx. Under the Agreement, the member agencies would be eligible for reimbursement of their respective amounts based on relative water use.
- Staff is recommending the Board formally adopt Resolution 2024-1, thereby waiving the true-up for FY2022-23. The excess funds would remain within the General Fund and be held as part of the fund’s balance as anticipated in the FY2023-24 budget.
- Options:** Reject Resolution 2024-1 and issue a reimbursement to member agencies totaling \$xxxx based on their respective actual water use.
- Draft Motion(s):** Move to adopt Resolution 2024-1 waiving the true-up for FY2022-23, as presented.

NORTH CLACKAMAS COUNTY WATER COMMISSION

Resolution No. 2024-1

A RESOLUTION WAIVING THE TRUE-UP FROM FY2022-23

WHEREAS, the FY2022-23 Adopted Budget authorized requirements totaling \$xxx,xxx; and

WHEREAS, those planned requirements included General Fund operating expenses of \$xxx,xxx for personnel, materials and services, and capital, along with a transfer of \$xxx,xxx to the Plant Reserve Fund; and

WHEREAS, the actual resources in the General Fund (from water sales) for the same fiscal period were sufficient to cover the planned requirements, leaving excess revenue from water sales totaling xxxx; and

WHEREAS, Section 2.2(ii) of the Intergovernmental Agreement (IGA) governing the NCCWC calls for a true-up to be made each year between the actual and budgeted costs, unless approved otherwise by the Board of Directors; and

WHEREAS, the true-up from FY2022-23 would cause a reimbursement of \$xxx,xxx to the member agencies based on their respective actual water usage; and

WHEREAS, the waiver of such reimbursement shall have no detrimental impact on the future finances of the NCCWC.

NOW, THEREFORE BE IT RESOLVED, BY THE NORTH CLACKAMAS COUNTY WATER COMMISSION BOARD OF DIRECTORS THAT:

Any reimbursement of excess revenue to the member agencies (i.e. true-up) called for under Section 2.2(ii) of the Intergovernmental Agreement (IGA) governing the NCCWC shall be formally waived for FY2022-23 allowing the excess revenue from this fiscal period to remain within the General Fund.

Approved by the Board of Director's on this 25th day of January 2024.

By _____
Paul Gornick, Chair

By _____
Wade Hathhorn, General Manager

Attest this 25th day of January 2024

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Agenda Item 7.1

Subject: Year to Date Production and Financial Statements

Presenter(s): Gail Stevens, Finance Director

Board Action: None Required

Attachments: .1 Monthly Water Production and Cost Summary August 2023
.2 Monthly Water Production and Cost Summary September 2023
.3 Monthly Water Production and Cost Summary October 2023
.4 Monthly Water Production and Cost Summary November 2023
.5 YTD Water Production and Cost Summary thru November 2023
.6 YTD Water Sales FY 2022-23 and Comparison to FY 2023-24
.7 Budget to Actuals Report FY 2023-24 YTD Period 02 August 2023
.8 Budget to Actuals Report FY 2023-24 YTD Period 03 September 2023
.9 Budget to Actuals Report FY 2023-24 YTD Period 04 October 2023
.10 Budget to Actuals Report FY 2023-24 YTD Period 05 November 2023

Background: A summary of financial reports is presented for review.

FY 2023-24: Report is through the end of November (Period 5).
November represents 41.7% of the budget year.

Analysis: FY 2023-24: As of November 2023, Water Sales are 56.6% of budget.
Wholesale Water sales are 46.7% of budget.

Water Sales	Budget	Budget to Date	Actuals	Variance
OLWS	\$ 1,149,000	\$ 478,750	\$ 562,850	\$ 84,100
Gladstone	550,000	229,167	287,970	58,803
SWA	1,313,000	547,083	854,694	307,611
	<u>\$ 3,012,000</u>	<u>\$ 1,255,000</u>	<u>\$ 1,705,514</u>	<u>\$ 450,514</u>
	56.6%			

Wholesale Water Sales	Budget	Budget to Date	Actuals	Variance
From CRW	1,300,000	541,667	606,663	\$ 64,996
	<u>46.7%</u>			

Expenditures are 20.7% of budget.

Expenditures	Budget	Budget to Date	Actuals	Variance
Personnel Services	\$ 725,000	\$ 302,083	\$ 277,763	\$ (24,320)
Materials & Services	2,786,900	1,161,208	1,110,446	(60,762)
Capital Outlay	3,340,000	1,391,667	38,029	(1,353,638)
	<u>\$ 6,851,900</u>	<u>\$ 2,854,958</u>	<u>\$ 1,416,239</u>	<u>\$ (1,438,720)</u>
	20.7%			

Options: None

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Staff Recommendation: Review financial statements as presented.

Draft Motion: None required. Chair should acknowledge receipt of the production and financial reports for the periods of August, September, October, and November 2023 as presented.

NCCWC

Monthly Water Production and Cost Summary -

August 2023

	<u>Combined</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Average Daily Production (MG)	18.03	14.74	-	3.29

	<u>TOTAL</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Water Production/Purchases (MG)	558.96	456.82	-	102.14
Water Production/Purchases (ccf) (divide MG by 0.000748)	747,268	610,722	-	136,546

NCCWC Expenditures (\$):

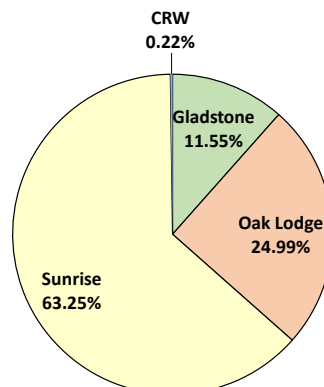
		<u>SSF/Membrane</u>	<u>SFWB</u>	<u>CRW</u>
Operations:				
Personnel Services	\$ 56,281	\$ 56,281	\$ -	\$ -
Electricity	\$ 47,012	\$ 47,012	\$ -	\$ -
Water Treatment	\$ 1,340	\$ 1,340	\$ -	\$ -
Other - Material & Services	\$ 202	\$ 202	\$ -	\$ -
Capital Outlay	\$ - (In Transfers)	\$ -	\$ -	\$ -
Special Payments-PERS	\$ - (Excluded - From Beg. Balance)	\$ -	\$ -	\$ -
Transfer	\$ 125,000 (Excludes Debt Service Transfer)	\$ 125,000	\$ -	\$ -
Administration:				
Contracted Services	\$ 9,766	\$ 9,766	\$ -	\$ -
Professional Services	\$ 53	\$ 53	\$ -	\$ -
Wholesale Purchases	\$ 123,687	\$ -	\$ -	\$ 123,687
Total Requirements w/out Debt	\$ 363,340	\$ 239,653	\$ -	\$ 123,687
Cost w/out Debt: \$(ccf):	\$ 0.4862	\$ 0.3924	\$ -	\$ 0.9058

VOLUME PURCHASED:

		<u>Gladstone</u>	<u>Oak Lodge</u>	<u>Sunrise</u>	<u>CRW</u>
Water Sales (MG)	559.10	64.57	139.70	353.62	1.21
Water Sales (ccf)	747,465	86,326	186,767	472,755	1,617
% Water Sales per Entity (ccf)	100%	11.55%	24.99%	63.25%	0.22%

GLAD Rate	\$ 0.82070	\$70,848			
OLWD Rate	\$ 0.82070		\$153,280		
SWA Rate	\$ 0.82070			\$260,450	
CRW Water Rate 1	\$ 1.07350			\$137,424	\$1,736
Monthly Weighted Avg Cost	\$ 0.65062				
Monthly Gain/(Loss) w/out Debt	\$ 0.16439				

Monthly Sales By Customer



NCCWC

Monthly Water Production and Cost Summary -

September 2023

	<u>Combined</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Average Daily Production (MG)	14.08	11.19	-	2.89

	<u>TOTAL</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Water Production/Purchases (MG)	422.40	335.67	-	86.73
Water Production/Purchases (ccf) (divide MG by 0.000748)	564,705	448,756	-	115,949

NCCWC Expenditures (\$):

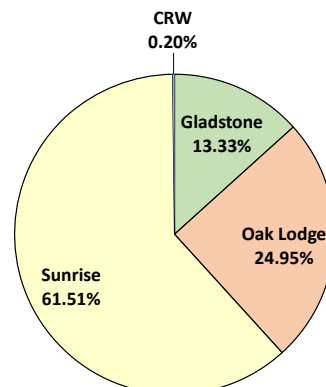
		<u>SSF/Membrane</u>	<u>SFWB</u>	<u>CRW</u>
Operations:				
Personnel Services	\$ 54,384	\$ 54,384	\$ -	\$ -
Electricity	\$ 62,050	\$ 62,050	\$ -	\$ -
Water Treatment	\$ 22,031	\$ 22,031	\$ -	\$ -
Other - Material & Services	\$ 32,007	\$ 32,007	\$ -	\$ -
Capital Outlay	\$ - (In Transfers)	\$ -	\$ -	\$ -
Special Payments-PERS	\$ - (Excluded - From Beg. Balance)	\$ -	\$ -	\$ -
Transfer	\$ 125,000 (Excludes Debt Service Transfer)	\$ 125,000	\$ -	\$ -
Administration:				
Contracted Services	\$ 9,766	\$ 9,766	\$ -	\$ -
Professional Services	\$ 41,526	\$ 41,526	\$ -	\$ -
Wholesale Purchases	\$ 124,483	\$ -	\$ -	\$ 124,483
Total Requirements w/out Debt	\$ 471,247	\$ 346,764	\$ -	\$ 124,483
Cost w/out Debt: \$/(ccf):	\$ 0.8345	\$ 0.7727	\$ -	\$ 1.0736

VOLUME PURCHASED:

		<u>Gladstone</u>	<u>Oak Lodge</u>	<u>Sunrise</u>	<u>CRW</u>
Water Sales (MG)	419.81	55.97	104.76	258.24	0.84
Water Sales (ccf)	561,252	74,830	140,058	345,239	1,125
% Water Sales per Entity (ccf)	100%	13.33%	24.95%	61.51%	0.20%

GLAD Rate	\$ 0.82070	\$61,413			
OLWD Rate	\$ 0.82070		\$114,946		
SWA Rate	\$ 0.82070			\$260,450	
CRW Water Rate 1	\$ 1.07350			\$137,424	\$1,208
Monthly Weighted Avg Cost	\$ 0.78043				
Monthly Gain/(Loss) w/out Debt	\$ (0.05407)				

Monthly Sales By Customer



NCCWC

Monthly Water Production and Cost Summary -

October 2023

	<u>Combined</u>	<u>Production</u> <u>SSF/Membrane</u>	<u>Production</u> <u>SFWB</u>	<u>Wholesale</u> <u>CRW</u>
Average Daily Production (MG)	8.05	5.87	(0.00)	2.17

	<u>TOTAL</u>	<u>Production</u> <u>SSF/Membrane</u>	<u>Production</u> <u>SFWB</u>	<u>Wholesale</u> <u>CRW</u>
Water Production/Purchases (MG)	249.42	182.04	(0.00)	67.38
Water Production/Purchases (ccf) (divide MG by 0.000748)	333,447	243,372	(5)	90,080

NCCWC Expenditures (\$):

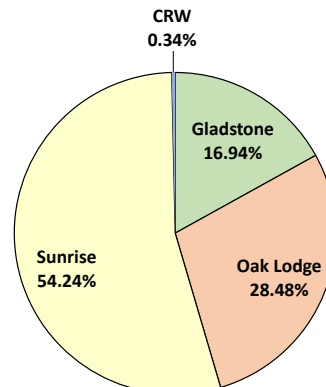
		<u>SSF/Membrane</u>	<u>SFWB</u>	<u>CRW</u>
Operations:				
Personnel Services	\$ 53,132	\$ 53,132	\$ -	\$ -
Electricity	\$ 36,011	\$ 36,011	\$ -	\$ -
Water Treatment	\$ 3,883	\$ 3,883	\$ -	\$ -
Other - Material & Services	\$ 19,550	\$ 19,550	\$ -	\$ -
Capital Outlay	\$ - (In Transfers)	\$ -	\$ -	\$ -
Special Payments-PERS	\$ - (Excluded - From Beg. Balance)	\$ -	\$ -	\$ -
Transfer	\$ 125,000 (Excludes Debt Service Transfer)	\$ 125,000	\$ -	\$ -
Administration:				
Contracted Services	\$ 14,012	\$ 14,012	\$ -	\$ -
Professional Services	\$ 10,500	\$ 10,500	\$ -	\$ -
Wholesale Purchases	\$ 96,705	\$ -	\$ -	\$ 96,705
Total Requirements w/out Debt	\$ 358,793	\$ 262,088	\$ -	\$ 96,705
Cost w/out Debt: \$/(ccf):	\$ 1.0760	\$ 1.0769	\$ -	\$ 1.0735

VOLUME PURCHASED:

		<u>Gladstone</u>	<u>Oak Lodge</u>	<u>Sunrise</u>	<u>CRW</u>
Water Sales (MG)	247.37	41.91	70.45	134.17	0.84
Water Sales (ccf)	330,705	56,024	94,183	179,372	1,126
% Water Sales per Entity (ccf)	100%	16.94%	28.48%	54.24%	0.34%

GLAD Rate	\$ 0.82070	\$45,979			
OLWD Rate	\$ 0.82070		\$77,296		
SWA Rate	\$ 0.82070			\$260,450	
CRW Water Rate 1	\$ 1.07350			\$137,424	\$1,209
Monthly Weighted Avg Cost	\$ 1.16398				
Monthly Gain/(Loss) w/out Debt	\$ 0.08797				

Monthly Sales By Customer



NCCWC

Monthly Water Production and Cost Summary -

November 2023

	<u>Combined</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Average Daily Production (MG)	7.47	5.12	0.00	2.36

	<u>TOTAL</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Water Production/Purchases (MG)	224.17	153.48	0.00	70.69
Water Production/Purchases (ccf) (divide MG by 0.000748)	299,693	205,187	4	94,502

NCCWC Expenditures (\$):

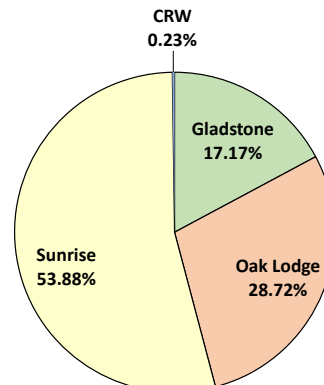
		<u>SSF/Membrane</u>	<u>SFWB</u>	<u>CRW</u>
Operations:				
Personnel Services	\$ 54,385	\$ 54,385	\$ -	\$ -
Electricity	\$ 30,553	\$ 30,553	\$ -	\$ -
Water Treatment	\$ 1,676	\$ 1,676	\$ -	\$ -
Other - Material & Services	\$ 11,252	\$ 11,252	\$ -	\$ -
Capital Outlay	\$ - (In Transfers)	\$ -	\$ -	\$ -
Special Payments-PERS	\$ - (Excluded - From Beg. Balance)	\$ -	\$ -	\$ -
Transfer	\$ 125,000 (Excludes Debt Service Transfer)	\$ 125,000	\$ -	\$ -
Administration:				
Contracted Services	\$ 10,766	\$ 10,766	\$ -	\$ -
Professional Services	\$ 1,015	\$ 1,015	\$ -	\$ -
Wholesale Purchases	\$ 101,460	\$ -	\$ -	\$ 101,460
Total Requirements w/out Debt	\$ 336,108	\$ 234,648	\$ -	\$ 101,460
Cost w/out Debt: \$(ccf):	\$ 1.1215	\$ 1.1436	\$ -	\$ 1.0736

VOLUME PURCHASED:

		<u>Gladstone</u>	<u>Oak Lodge</u>	<u>Sunrise</u>	<u>CRW</u>
Water Sales (MG)	227.37	39.04	65.30	122.51	0.52
Water Sales (ccf)	303,969	52,191	87,298	163,781	699
% Water Sales per Entity (ccf)	100%	17.17%	28.72%	53.88%	0.23%

GLAD Rate	\$ 0.82070	\$42,833			
OLWD Rate	\$ 0.82070		\$71,645		
SWA Rate	\$ 0.82070			\$260,450	
CRW Water Rate 1	\$ 1.07350			\$137,424	\$750
Monthly Weighted Avg Cost	\$ 1.23591				
Monthly Gain/(Loss) w/out Debt	\$ 0.11441				

Monthly Sales By Customer



NCCWC

Water Production and Cost Summary - Year to Date

July 2023 - November 2023

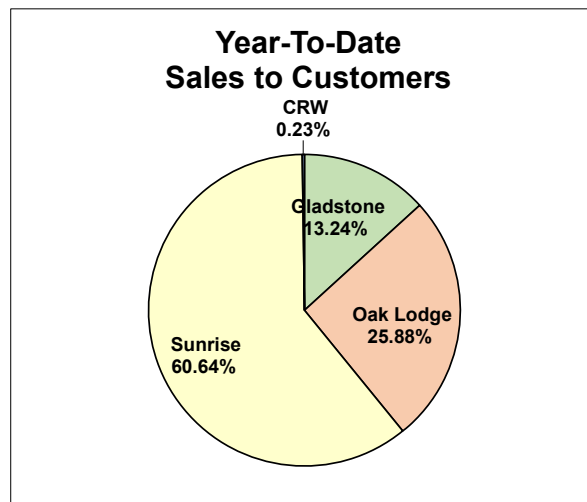
	<u>Combined</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Average Daily Production (MG)	12.99	10.22	(0.00)	14.11

	<u>TOTAL</u>	<u>NCCWC Plant</u>	<u>SFWB</u>	<u>Wholesale CRW</u>
Water Production/Purchases (MG)	1,987.25	1,563.86	(0.00)	423.39
Water Production/Purchases (ccf) (divide MG by 0.000748)	2,656,747	2,090,725	(1)	566,023

<u>NCCWC Expenditures (\$):</u>		<u>NCCWC Plant</u>	<u>SFWB</u>	<u>CRW</u>
Operations				
Personnel Services	\$ 277,763	\$ 277,763	\$ -	\$ -
Electricity	\$ 242,055	\$ 242,055	\$ -	\$ -
Water Treatment	\$ 40,816	\$ 40,816	\$ -	\$ -
Other -Material & Services	\$ 81,927	\$ 81,927	\$ -	\$ -
Capital Outlay	\$ - (In Transfers)	\$ -	\$ -	\$ -
Special Payments-PERS	\$ - (Excluded - From Beg. Balance)	\$ -	\$ -	\$ -
Transfer	\$ 625,000 (Excludes Debt Service Transfer)	\$ 625,000	\$ -	\$ -
Administration				
Contracted Services	\$ 58,320	\$ 58,320	\$ -	\$ -
Professional Services	\$ 93,568	\$ 93,568	\$ -	\$ -
Wholesale Purchases	\$ 583,759	\$ -	\$ -	\$ 583,759
Total Requirements w/out Debt	\$ 2,003,209	\$ 1,419,450	\$ -	\$ 583,759

Cost: w/o Debt \$(/ccf):	\$ 0.7540	\$ 0.6789	\$ -	\$ 1.0313
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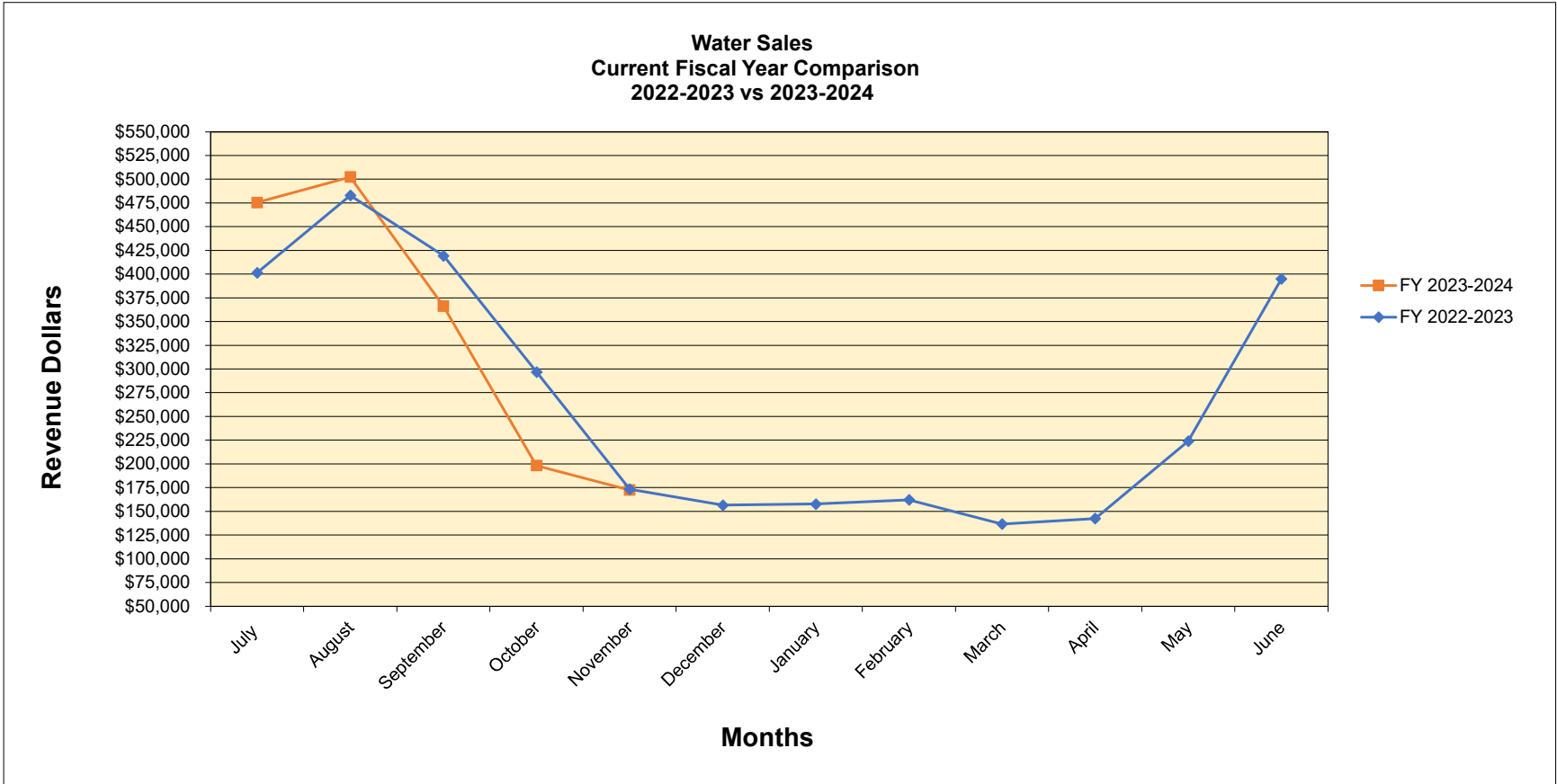
<u>VOLUME PURCHASED:</u>		<u>Gladstone</u>	<u>Oak Lodge</u>	<u>Sunrise</u>	<u>CRW</u>
Water Sales (MG)	1,984.76	262.79	513.71	1,203.64	4.63
Total Water Sales (ccf)	2,653,418	351,322	686,772	1,609,140	6,184
% Water Sales per Entity (ccf)	100%	13.24%	25.88%	60.64%	0.23%
Gladstone Rate	\$ 0.82070	\$ 288,330			
OLWD Rate	\$ 0.82070		\$ 563,634		
SWA Rate	\$ 0.82070			\$ 854,694	
CRW Water Rate 1	\$ 1.07350			\$ 606,663	\$ 6,639
YTD Weighted Avg Cost	\$ 0.64569				
YTD Gain/(Loss) w/out Debt	\$ (0.10831)				



NORTH CLACKAMAS COUNTY WATER COMMISSION

Water Sales Fiscal Year Comparison 2022-2023 vs 2023-2024

	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total</u>
GRAPH:													
FY 2022-2023	\$ 401,469	\$ 482,938	\$ 419,307	\$ 296,825	\$ 173,318	\$ 156,503	\$ 157,711	\$ 162,154	\$ 136,783	\$ 142,495	\$ 223,947	\$ 395,038	\$ 3,148,488
FY 2023-2024	\$ 475,460	\$ 502,484	\$ 366,228	\$ 198,249	\$ 172,387								\$ 1,714,810
FY % Comparison	18.43%	4.05%	-12.66%	-33.21%	-0.54%	TBD	TBD	TBD	TBD	TBD	TBD	TBD	-45.54%



General Ledger Budget to Actual Report

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Period 02 - 02
Fiscal Year 2024



Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10	General Fund				
	<i>Beginning Fund Balance</i>				
10-3000-00	Fund Balance	1,368,149.00	0.00	781,110.16	57.09
	<i>Beginning Fund Balance</i>	<i>1,368,149.00</i>	<i>0.00</i>	<i>781,110.16</i>	<i>57.09</i>
	<i>Revenue</i>				
10-4010-00	Interest Income	5,000.00	4,239.66	8,167.42	163.35
10-4020-01	Water Sales-OLWSD	1,149,000.00	153,279.68	298,962.46	26.02
10-4020-02	Water Sales-City of Gladstone	550,000.00	70,847.75	137,745.21	25.04
10-4020-03	Water Sales-SWA	1,313,000.00	275,926.73	536,376.65	40.85
10-4020-09	Water Sales-Clackamas RiverWtr	13,000.00	2,430.19	4,860.38	37.39
10-4025-00	Wholesale Water Sales	1,300,000.00	146,591.20	284,015.56	21.85
10-4060-00	Miscellaneous Income	0.00	5,408.20	5,408.20	0.00
	<i>Revenue</i>	<i>4,330,000.00</i>	<i>658,723.41</i>	<i>1,275,535.88</i>	<i>29.46</i>
	<i>Personnel Services</i>				
10-5000-00	Plant Operators	360,000.00	29,533.40	60,892.00	16.91
10-5005-00	OvertimeOn-Call	50,000.00	4,911.24	10,661.86	21.32
10-5040-00	Apprenticeship	43,000.00	0.00	0.00	0.00
10-5050-00	MedicalDentalVision Ins.	110,000.00	9,675.39	19,242.30	17.49
10-5060-00	Retirement	110,000.00	8,374.71	17,381.10	15.80
10-5070-00	Payroll Taxes	40,000.00	3,035.09	6,182.84	15.46
10-5080-00	Workers Compensation	12,000.00	750.70	1,501.40	12.51
	<i>Personnel Services</i>	<i>725,000.00</i>	<i>56,280.53</i>	<i>115,861.50</i>	<i>15.98</i>
	<i>Materials & Services</i>				
10-5204-00	Wholesale Water Purchases	1,300,000.00	123,687.14	261,111.50	20.09
10-5206-10	Contracted Services-Management	42,000.00	3,321.86	6,643.72	15.82
10-5206-12	Contracted Svcs-Plant Engineer	30,000.00	2,443.74	4,887.48	16.29
10-5206-13	Contracted Services-Financial	48,000.00	4,000.00	8,000.00	16.67
10-5206-16	HVAC	16,000.00	0.00	4,246.00	26.54
10-5208-00	General Office Expenses	8,000.00	0.00	449.99	5.62
10-5210-00	PermitsLicensing Fees	17,000.00	900.00	1,800.00	10.59
10-5212-00	General Insurance	85,000.00	5,723.16	11,446.32	13.47
10-5215-00	ComputersTechnology	15,000.00	-3,142.95	-2,263.03	-15.09

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10-5230-04	Audit Services	45,000.00	0.00	0.00	0.00
10-5230-06	Legal Services	25,000.00	-21.64	-21.64	-0.09
10-5230-08	Engineering - General	25,000.00	75.00	262.50	1.05
10-5230-21	Watershed Services	162,000.00	0.00	40,286.25	24.87
10-5236-10	Water Analysis and Testing	15,000.00	0.00	0.00	0.00
10-5236-11	Chemicals	150,000.00	1,339.99	13,196.84	8.80
10-5236-12	Instrumentation & Lab Supplies	25,000.00	0.00	28.74	0.11
10-5238-00	Telemetry (SCADA)	10,000.00	0.00	80.00	0.80
10-5240-00	Electricity	550,000.00	47,012.05	113,440.84	20.63
10-5244-00	Education Training and Dues	24,200.00	129.81	362.00	1.50
10-5245-00	Telephone	8,500.00	1,572.22	2,449.24	28.81
10-5246-00	Travel Expenses	500.00	0.00	0.00	0.00
10-5247-00	Books & Publications	1,000.00	0.00	187.50	18.75
10-5248-00	Public Notices	1,000.00	0.00	0.00	0.00
10-5250-10	Natural Gas	2,000.00	85.13	192.82	9.64
10-5250-20	Garbage	1,000.00	55.65	111.30	11.13
10-5252-00	Miscellaneous Expense	5,000.00	10.00	448.48	8.97
10-5256-00	Commissioner Fees Expenses	1,200.00	0.00	0.00	0.00
10-5300-10	Vehicle Maintenance	5,000.00	0.00	0.00	0.00
10-5300-20	Fuels Oils	9,000.00	442.78	908.52	10.09
10-5300-30	Equipment Rental	3,500.00	0.00	0.00	0.00
10-5300-40	Equipment Maintenance	15,000.00	0.00	22.23	0.15
10-5305-10	Building Maintenance	15,000.00	0.00	18.46	0.12
10-5305-11	Grounds Maintenance	25,000.00	325.00	900.00	3.60
10-5305-13	Janitorial Supplies	2,000.00	25.94	151.60	7.58
10-5305-14	Security Monitoring Maint	5,000.00	0.00	0.00	0.00
10-5305-15	Plant Maintenance	40,000.00	-6,773.40	479.70	1.20
10-5305-16	Intake Structure Maintenance	10,000.00	0.00	0.00	0.00
10-5305-17	Membrane Maintenance	20,000.00	0.00	20.63	0.10
10-5305-20	Safety Supplies	15,000.00	848.44	1,352.45	9.02
10-5310-00	Small Tools & Equipment	10,000.00	0.00	0.00	0.00
	<i>Materials & Services</i>	<i>2,786,900.00</i>	<i>182,059.92</i>	<i>471,200.44</i>	<i>16.91</i>
	<i>Transfers & Contingencies</i>				
10-7300-13	Transfer to Plant Reserve	1,500,000.00	125,000.00	250,000.00	16.67
10-9000-00	Operating Contingency	330,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>1,830,000.00</i>	<i>125,000.00</i>	<i>250,000.00</i>	<i>13.66</i>
10	General Fund	356,249.00	295,382.96	1,219,584.10	342.34
13	Plant Reserve				
	<i>Beginning Fund Balance</i>				
13-3000-00	Fund Balance	4,938,999.00	0.00	5,186,222.58	105.01
	<i>Beginning Fund Balance</i>	<i>4,938,999.00</i>	<i>0.00</i>	<i>5,186,222.58</i>	<i>105.01</i>
	<i>Revenue</i>				
13-4010-00	Interest Income	50,000.00	18,778.09	36,174.93	72.35
13-4100-10	Transfer In - General Fund	1,500,000.00	125,000.00	250,000.00	16.67
	<i>Revenue</i>	<i>1,550,000.00</i>	<i>143,778.09</i>	<i>286,174.93</i>	<i>18.46</i>

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
	<i>Capital Outlay</i>				
13-7000-10	Computers, Scada, Tech	230,000.00	0.00	0.00	0.00
13-7000-20	Equipment	260,000.00	6,816.78	6,816.78	2.62
13-7000-30	Sand	2,400,000.00	1,932.28	2,063.03	0.09
13-7000-50	Buildings	250,000.00	0.00	0.00	0.00
13-7000-60	Other	200,000.00	743.75	743.75	0.37
	<i>Capital Outlay</i>	<i>3,340,000.00</i>	<i>9,492.81</i>	<i>9,623.56</i>	<i>0.29</i>
	<i>Transfers & Contingencies</i>				
13-9000-00	Operating Contingency	700,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>700,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
13	Plant Reserve	2,448,999.00	134,285.28	5,462,773.95	223.06
Revenue Total		5,880,000.00	802,501.50	1,561,710.81	26.5597
Expense Total		9,381,900.00	372,833.26	846,685.50	9.0247
Grand Total		2,805,248.00	429,668.24	6,682,358.05	2.3821

General Ledger Budget to Actual Report

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Period 03 - 03
Fiscal Year 2024



Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10	General Fund				
	<i>Beginning Fund Balance</i>				
10-3000-00	Fund Balance	1,368,149.00	0.00	781,110.16	57.09
	<i>Beginning Fund Balance</i>	<i>1,368,149.00</i>	<i>0.00</i>	<i>781,110.16</i>	<i>57.09</i>
	<i>Revenue</i>				
10-4010-00	Interest Income	5,000.00	4,317.74	12,485.16	249.70
10-4020-01	Water Sales-OLWSD	1,149,000.00	114,945.60	413,908.06	36.02
10-4020-02	Water Sales-City of Gladstone	550,000.00	61,412.99	199,158.20	36.21
10-4020-03	Water Sales-SWA	1,313,000.00	188,178.30	724,554.95	55.18
10-4020-09	Water Sales-Clackamas RiverWtr	13,000.00	1,691.51	6,551.89	50.40
10-4025-00	Wholesale Water Sales	1,300,000.00	124,482.87	408,498.43	31.42
10-4060-00	Miscellaneous Income	0.00	0.00	5,408.20	0.00
	<i>Revenue</i>	<i>4,330,000.00</i>	<i>495,029.01</i>	<i>1,770,564.89</i>	<i>40.89</i>
	<i>Personnel Services</i>				
10-5000-00	Plant Operators	360,000.00	28,749.20	89,641.20	24.90
10-5005-00	OvertimeOn-Call	50,000.00	4,299.10	14,960.96	29.92
10-5040-00	Apprenticeship	43,000.00	0.00	0.00	0.00
10-5050-00	MedicalDentalVision Ins.	110,000.00	9,621.15	28,863.45	26.24
10-5060-00	Retirement	110,000.00	8,020.82	25,401.92	23.09
10-5070-00	Payroll Taxes	40,000.00	2,943.20	9,126.04	22.82
10-5080-00	Workers Compensation	12,000.00	750.70	2,252.10	18.77
	<i>Personnel Services</i>	<i>725,000.00</i>	<i>54,384.17</i>	<i>170,245.67</i>	<i>23.48</i>
	<i>Materials & Services</i>				
10-5204-00	Wholesale Water Purchases	1,300,000.00	124,482.87	385,594.37	29.66
10-5206-10	Contracted Services-Management	42,000.00	3,321.86	9,965.58	23.73
10-5206-12	Contracted Svcs-Plant Engineer	30,000.00	2,443.74	7,331.22	24.44
10-5206-13	Contracted Services-Financial	48,000.00	4,000.00	12,000.00	25.00
10-5206-16	HVAC	16,000.00	0.00	4,246.00	26.54
10-5208-00	General Office Expenses	8,000.00	0.00	449.99	5.62
10-5210-00	PermitsLicensing Fees	17,000.00	3,328.00	5,128.00	30.16
10-5212-00	General Insurance	85,000.00	5,723.16	17,169.48	20.20
10-5215-00	ComputersTechnology	15,000.00	6,667.79	4,404.76	29.37

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10-5230-04	Audit Services	45,000.00	1,050.00	1,050.00	2.33
10-5230-06	Legal Services	25,000.00	189.37	167.73	0.67
10-5230-08	Engineering - General	25,000.00	0.00	262.50	1.05
10-5230-21	Watershed Services	162,000.00	40,286.25	80,572.50	49.74
10-5236-10	Water Analysis and Testing	15,000.00	0.00	0.00	0.00
10-5236-11	Chemicals	150,000.00	22,031.42	35,228.26	23.49
10-5236-12	Instrumentation & Lab Supplies	25,000.00	0.00	28.74	0.11
10-5238-00	Telemetry (SCADA)	10,000.00	60.00	140.00	1.40
10-5240-00	Electricity	550,000.00	62,049.98	175,490.82	31.91
10-5244-00	Education Training and Dues	24,200.00	0.00	362.00	1.50
10-5245-00	Telephone	8,500.00	1,116.27	3,565.51	41.95
10-5246-00	Travel Expenses	500.00	0.00	0.00	0.00
10-5247-00	Books & Publications	1,000.00	0.00	187.50	18.75
10-5248-00	Public Notices	1,000.00	0.00	0.00	0.00
10-5250-10	Natural Gas	2,000.00	115.53	308.35	15.42
10-5250-20	Garbage	1,000.00	55.65	166.95	16.70
10-5252-00	Miscellaneous Expense	5,000.00	200.68	649.16	12.98
10-5256-00	Commissioner Fees Expenses	1,200.00	0.00	0.00	0.00
10-5300-10	Vehicle Maintenance	5,000.00	18.50	18.50	0.37
10-5300-20	Fuels Oils	9,000.00	394.44	1,302.96	14.48
10-5300-30	Equipment Rental	3,500.00	0.00	0.00	0.00
10-5300-40	Equipment Maintenance	15,000.00	147.87	170.10	1.13
10-5305-10	Building Maintenance	15,000.00	0.00	18.46	0.12
10-5305-11	Grounds Maintenance	25,000.00	824.94	1,724.94	6.90
10-5305-13	Janitorial Supplies	2,000.00	32.48	184.08	9.20
10-5305-14	Security Monitoring Maint	5,000.00	0.00	0.00	0.00
10-5305-15	Plant Maintenance	40,000.00	13,043.27	13,522.97	33.81
10-5305-16	Intake Structure Maintenance	10,000.00	0.00	0.00	0.00
10-5305-17	Membrane Maintenance	20,000.00	0.00	20.63	0.10
10-5305-20	Safety Supplies	15,000.00	278.44	1,630.89	10.87
10-5310-00	Small Tools & Equipment	10,000.00	0.00	0.00	0.00
	<i>Materials & Services</i>	<i>2,786,900.00</i>	<i>291,862.51</i>	<i>763,062.95</i>	<i>27.38</i>
	<i>Transfers & Contingencies</i>				
10-7300-13	Transfer to Plant Reserve	1,500,000.00	125,000.00	375,000.00	25.00
10-9000-00	Operating Contingency	330,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>1,830,000.00</i>	<i>125,000.00</i>	<i>375,000.00</i>	<i>20.49</i>
10	General Fund	356,249.00	23,782.33	1,243,366.43	349.02
13	Plant Reserve				
	<i>Beginning Fund Balance</i>				
13-3000-00	Fund Balance	4,938,999.00	0.00	5,186,222.58	105.01
	<i>Beginning Fund Balance</i>	<i>4,938,999.00</i>	<i>0.00</i>	<i>5,186,222.58</i>	<i>105.01</i>
	<i>Revenue</i>				
13-4010-00	Interest Income	50,000.00	19,123.88	55,298.81	110.60
13-4100-10	Transfer In - General Fund	1,500,000.00	125,000.00	375,000.00	25.00
	<i>Revenue</i>	<i>1,550,000.00</i>	<i>144,123.88</i>	<i>430,298.81</i>	<i>27.76</i>

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
	<i>Capital Outlay</i>				
13-7000-10	Computers, Scada, Tech	230,000.00	0.00	0.00	0.00
13-7000-20	Equipment	260,000.00	0.00	6,816.78	2.62
13-7000-30	Sand	2,400,000.00	6,143.57	8,206.60	0.34
13-7000-50	Buildings	250,000.00	0.00	0.00	0.00
13-7000-60	Other	200,000.00	0.00	743.75	0.37
	<i>Capital Outlay</i>	<i>3,340,000.00</i>	<i>6,143.57</i>	<i>15,767.13</i>	<i>0.47</i>
	<i>Transfers & Contingencies</i>				
13-9000-00	Operating Contingency	700,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>700,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
13	Plant Reserve	2,448,999.00	137,980.31	5,600,754.26	228.70
Revenue Total		5,880,000.00	639,152.89	2,200,863.70	37.4297
Expense Total		9,381,900.00	477,390.25	1,324,075.75	14.1131
Grand Total		2,805,248.00	161,762.64	6,844,120.69	2.4398

General Ledger Budget to Actual Report



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Period 04 - 04
Fiscal Year 2024

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10	General Fund				
	<i>Beginning Fund Balance</i>				
10-3000-00	Fund Balance	1,368,149.00	0.00	781,110.16	57.09
	<i>Beginning Fund Balance</i>	<i>1,368,149.00</i>	<i>0.00</i>	<i>781,110.16</i>	<i>57.09</i>
	<i>Revenue</i>				
10-4010-00	Interest Income	5,000.00	6,091.17	18,576.33	371.53
10-4020-01	Water Sales-OLWSD	1,149,000.00	77,295.99	491,204.05	42.75
10-4020-02	Water Sales-City of Gladstone	550,000.00	45,978.90	245,137.10	44.57
10-4020-03	Water Sales-SWA	1,313,000.00	73,281.94	797,836.89	60.76
10-4020-09	Water Sales-Clackamas RiverWtr	13,000.00	1,691.52	8,243.41	63.41
10-4025-00	Wholesale Water Sales	1,300,000.00	96,705.12	505,203.55	38.86
10-4060-00	Miscellaneous Income	0.00	0.00	5,408.20	0.00
	<i>Revenue</i>	<i>4,330,000.00</i>	<i>301,044.64</i>	<i>2,071,609.53</i>	<i>47.84</i>
	<i>Personnel Services</i>				
10-5000-00	Plant Operators	360,000.00	29,215.20	118,856.40	33.02
10-5005-00	OvertimeOn-Call	50,000.00	2,946.78	17,907.74	35.82
10-5040-00	Apprenticeship	43,000.00	0.00	0.00	0.00
10-5050-00	MedicalDentalVision Ins.	110,000.00	9,621.15	38,484.60	34.99
10-5060-00	Retirement	110,000.00	7,805.71	33,207.63	30.19
10-5070-00	Payroll Taxes	40,000.00	2,792.72	11,918.76	29.80
10-5080-00	Workers Compensation	12,000.00	750.70	3,002.80	25.02
	<i>Personnel Services</i>	<i>725,000.00</i>	<i>53,132.26</i>	<i>223,377.93</i>	<i>30.81</i>
	<i>Materials & Services</i>				
10-5204-00	Wholesale Water Purchases	1,300,000.00	96,705.12	482,299.49	37.10
10-5206-10	Contracted Services-Management	42,000.00	3,321.86	13,287.44	31.64
10-5206-12	Contracted Svcs-Plant Engineer	30,000.00	2,443.74	9,774.96	32.58
10-5206-13	Contracted Services-Financial	48,000.00	4,000.00	16,000.00	33.33
10-5206-16	HVAC	16,000.00	4,246.00	8,492.00	53.08
10-5208-00	General Office Expenses	8,000.00	521.03	971.02	12.14
10-5210-00	PermitsLicensing Fees	17,000.00	900.00	6,028.00	35.46
10-5212-00	General Insurance	85,000.00	5,723.16	22,892.64	26.93
10-5215-00	ComputersTechnology	15,000.00	6,320.00	10,724.76	71.50

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10-5230-04	Audit Services	45,000.00	10,500.00	11,550.00	25.67
10-5230-06	Legal Services	25,000.00	0.00	167.73	0.67
10-5230-08	Engineering - General	25,000.00	0.00	262.50	1.05
10-5230-21	Watershed Services	162,000.00	0.00	80,572.50	49.74
10-5236-10	Water Analysis and Testing	15,000.00	0.00	0.00	0.00
10-5236-11	Chemicals	150,000.00	3,611.40	38,839.66	25.89
10-5236-12	Instrumentation & Lab Supplies	25,000.00	272.00	300.74	1.20
10-5238-00	Telemetry (SCADA)	10,000.00	50.00	190.00	1.90
10-5240-00	Electricity	550,000.00	36,011.10	211,501.92	38.45
10-5244-00	Education Training and Dues	24,200.00	10.00	372.00	1.54
10-5245-00	Telephone	8,500.00	345.52	3,911.03	46.01
10-5246-00	Travel Expenses	500.00	0.00	0.00	0.00
10-5247-00	Books & Publications	1,000.00	0.00	187.50	18.75
10-5248-00	Public Notices	1,000.00	0.00	0.00	0.00
10-5250-10	Natural Gas	2,000.00	135.06	443.41	22.17
10-5250-20	Garbage	1,000.00	55.65	222.60	22.26
10-5252-00	Miscellaneous Expense	5,000.00	0.00	649.16	12.98
10-5256-00	Commissioner Fees Expenses	1,200.00	0.00	0.00	0.00
10-5300-10	Vehicle Maintenance	5,000.00	0.00	18.50	0.37
10-5300-20	Fuels Oils	9,000.00	598.43	1,901.39	21.13
10-5300-30	Equipment Rental	3,500.00	0.00	0.00	0.00
10-5300-40	Equipment Maintenance	15,000.00	332.12	502.22	3.35
10-5305-10	Building Maintenance	15,000.00	83.71	102.17	0.68
10-5305-11	Grounds Maintenance	25,000.00	1,004.92	2,729.86	10.92
10-5305-13	Janitorial Supplies	2,000.00	50.97	235.05	11.75
10-5305-14	Security Monitoring Maint	5,000.00	0.00	0.00	0.00
10-5305-15	Plant Maintenance	40,000.00	3,096.42	16,619.39	41.55
10-5305-16	Intake Structure Maintenance	10,000.00	0.00	0.00	0.00
10-5305-17	Membrane Maintenance	20,000.00	0.00	20.63	0.10
10-5305-20	Safety Supplies	15,000.00	322.72	1,953.61	13.02
10-5310-00	Small Tools & Equipment	10,000.00	0.00	0.00	0.00
	<i>Materials & Services</i>	<i>2,786,900.00</i>	<i>180,660.93</i>	<i>943,723.88</i>	<i>33.86</i>
	<i>Transfers & Contingencies</i>				
10-7300-13	Transfer to Plant Reserve	1,500,000.00	125,000.00	500,000.00	33.33
10-9000-00	Operating Contingency	330,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>1,830,000.00</i>	<i>125,000.00</i>	<i>500,000.00</i>	<i>27.32</i>
10	General Fund	356,249.00	-57,748.55	1,185,617.88	332.81
13	Plant Reserve				
	<i>Beginning Fund Balance</i>				
13-3000-00	Fund Balance	4,938,999.00	0.00	5,186,222.58	105.01
	<i>Beginning Fund Balance</i>	<i>4,938,999.00</i>	<i>0.00</i>	<i>5,186,222.58</i>	<i>105.01</i>
	<i>Revenue</i>				
13-4010-00	Interest Income	50,000.00	21,351.71	76,650.52	153.30
13-4100-10	Transfer In - General Fund	1,500,000.00	125,000.00	500,000.00	33.33
	<i>Revenue</i>	<i>1,550,000.00</i>	<i>146,351.71</i>	<i>576,650.52</i>	<i>37.20</i>

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
	<i>Capital Outlay</i>				
13-7000-10	Computers, Scada, Tech	230,000.00	0.00	0.00	0.00
13-7000-20	Equipment	260,000.00	5,440.02	12,256.80	4.71
13-7000-30	Sand	2,400,000.00	2,371.12	10,577.72	0.44
13-7000-50	Buildings	250,000.00	0.00	0.00	0.00
13-7000-60	Other	200,000.00	10,006.79	10,750.54	5.38
	<i>Capital Outlay</i>	<i>3,340,000.00</i>	<i>17,817.93</i>	<i>33,585.06</i>	<i>1.01</i>
	<i>Transfers & Contingencies</i>				
13-9000-00	Operating Contingency	700,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>700,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
13	Plant Reserve	2,448,999.00	128,533.78	5,729,288.04	233.94
Revenue Total		5,880,000.00	447,396.35	2,648,260.05	45.0384
Expense Total		9,381,900.00	376,611.12	1,700,686.87	18.1273
Grand Total		2,805,248.00	70,785.23	6,914,905.92	2.465

General Ledger Budget to Actual Report



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Period 05 - 05
Fiscal Year 2024

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10	General Fund				
	<i>Beginning Fund Balance</i>				
10-3000-00	Fund Balance	1,368,149.00	0.00	781,110.16	57.09
	<i>Beginning Fund Balance</i>	<i>1,368,149.00</i>	<i>0.00</i>	<i>781,110.16</i>	<i>57.09</i>
	<i>Revenue</i>				
10-4010-00	Interest Income	5,000.00	6,349.28	24,925.61	498.51
10-4020-01	Water Sales-OLWSD	1,149,000.00	71,645.47	562,849.52	48.99
10-4020-02	Water Sales-City of Gladstone	550,000.00	42,833.15	287,970.25	52.36
10-4020-03	Water Sales-SWA	1,313,000.00	56,857.28	854,694.17	65.09
10-4020-09	Water Sales-Clackamas RiverWtr	13,000.00	1,051.28	9,294.69	71.50
10-4025-00	Wholesale Water Sales	1,300,000.00	101,459.80	606,663.35	46.67
10-4060-00	Miscellaneous Income	0.00	9,681.13	15,089.33	0.00
	<i>Revenue</i>	<i>4,330,000.00</i>	<i>289,877.39</i>	<i>2,361,486.92</i>	<i>54.54</i>
	<i>Personnel Services</i>				
10-5000-00	Plant Operators	360,000.00	28,467.70	147,324.10	40.92
10-5005-00	OvertimeOn-Call	50,000.00	4,697.63	22,605.37	45.21
10-5040-00	Apprenticeship	43,000.00	0.00	0.00	0.00
10-5050-00	MedicalDentalVision Ins.	110,000.00	9,621.15	48,105.75	43.73
10-5060-00	Retirement	110,000.00	8,049.24	41,256.87	37.51
10-5070-00	Payroll Taxes	40,000.00	2,798.86	14,717.62	36.79
10-5080-00	Workers Compensation	12,000.00	750.70	3,753.50	31.28
	<i>Personnel Services</i>	<i>725,000.00</i>	<i>54,385.28</i>	<i>277,763.21</i>	<i>38.31</i>
	<i>Materials & Services</i>				
10-5204-00	Wholesale Water Purchases	1,300,000.00	101,459.80	583,759.29	44.90
10-5206-10	Contracted Services-Management	42,000.00	3,321.86	16,609.30	39.55
10-5206-12	Contracted Svcs-Plant Engineer	30,000.00	2,443.74	12,218.70	40.73
10-5206-13	Contracted Services-Financial	48,000.00	5,000.00	21,000.00	43.75
10-5206-16	HVAC	16,000.00	0.00	8,492.00	53.08
10-5208-00	General Office Expenses	8,000.00	191.64	1,162.66	14.53
10-5210-00	PermitsLicensing Fees	17,000.00	825.00	6,853.00	40.31
10-5212-00	General Insurance	85,000.00	5,877.16	28,769.80	33.85
10-5215-00	ComputersTechnology	15,000.00	0.00	10,724.76	71.50

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10-5230-04	Audit Services	45,000.00	0.00	11,550.00	25.67
10-5230-06	Legal Services	25,000.00	1,015.00	1,182.73	4.73
10-5230-08	Engineering - General	25,000.00	0.00	262.50	1.05
10-5230-21	Watershed Services	162,000.00	0.00	80,572.50	49.74
10-5236-10	Water Analysis and Testing	15,000.00	0.00	0.00	0.00
10-5236-11	Chemicals	150,000.00	0.00	38,839.66	25.89
10-5236-12	Instrumentation & Lab Supplies	25,000.00	1,676.00	1,976.74	7.91
10-5238-00	Telemetry (SCADA)	10,000.00	50.00	240.00	2.40
10-5240-00	Electricity	550,000.00	30,553.46	242,055.38	44.01
10-5244-00	Education Training and Dues	24,200.00	1,797.50	2,169.50	8.96
10-5245-00	Telephone	8,500.00	696.49	4,607.52	54.21
10-5246-00	Travel Expenses	500.00	0.00	0.00	0.00
10-5247-00	Books & Publications	1,000.00	0.00	187.50	18.75
10-5248-00	Public Notices	1,000.00	0.00	0.00	0.00
10-5250-10	Natural Gas	2,000.00	181.21	624.62	31.23
10-5250-20	Garbage	1,000.00	55.65	278.25	27.83
10-5252-00	Miscellaneous Expense	5,000.00	71.22	720.38	14.41
10-5256-00	Commissioner Fees Expenses	1,200.00	0.00	0.00	0.00
10-5300-10	Vehicle Maintenance	5,000.00	0.00	18.50	0.37
10-5300-20	Fuels Oils	9,000.00	455.81	2,357.20	26.19
10-5300-30	Equipment Rental	3,500.00	0.00	0.00	0.00
10-5300-40	Equipment Maintenance	15,000.00	0.00	502.22	3.35
10-5305-10	Building Maintenance	15,000.00	381.00	483.17	3.22
10-5305-11	Grounds Maintenance	25,000.00	293.00	3,022.86	12.09
10-5305-13	Janitorial Supplies	2,000.00	24.45	259.50	12.98
10-5305-14	Security Monitoring Maint	5,000.00	0.00	0.00	0.00
10-5305-15	Plant Maintenance	40,000.00	150.00	16,769.39	41.92
10-5305-16	Intake Structure Maintenance	10,000.00	0.00	0.00	0.00
10-5305-17	Membrane Maintenance	20,000.00	0.00	20.63	0.10
10-5305-20	Safety Supplies	15,000.00	202.23	2,155.84	14.37
10-5310-00	Small Tools & Equipment	10,000.00	0.00	0.00	0.00
	<i>Materials & Services</i>	<i>2,786,900.00</i>	<i>156,722.22</i>	<i>1,100,446.10</i>	<i>39.49</i>
	<i>Transfers & Contingencies</i>				
10-7300-13	Transfer to Plant Reserve	1,500,000.00	125,000.00	625,000.00	41.67
10-9000-00	Operating Contingency	330,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>1,830,000.00</i>	<i>125,000.00</i>	<i>625,000.00</i>	<i>34.15</i>
10	General Fund	356,249.00	-46,230.11	1,139,387.77	319.83
13	Plant Reserve				
	<i>Beginning Fund Balance</i>				
13-3000-00	Fund Balance	4,938,999.00	0.00	5,186,222.58	105.01
	<i>Beginning Fund Balance</i>	<i>4,938,999.00</i>	<i>0.00</i>	<i>5,186,222.58</i>	<i>105.01</i>
	<i>Revenue</i>				
13-4010-00	Interest Income	50,000.00	22,256.84	98,907.36	197.81
13-4100-10	Transfer In - General Fund	1,500,000.00	125,000.00	625,000.00	41.67
	<i>Revenue</i>	<i>1,550,000.00</i>	<i>147,256.84</i>	<i>723,907.36</i>	<i>46.70</i>

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
	<i>Capital Outlay</i>				
13-7000-10	Computers, Scada, Tech	230,000.00	0.00	0.00	0.00
13-7000-20	Equipment	260,000.00	0.00	12,256.80	4.71
13-7000-30	Sand	2,400,000.00	3,145.38	13,723.10	0.57
13-7000-50	Buildings	250,000.00	0.00	0.00	0.00
13-7000-60	Other	200,000.00	1,298.75	12,049.29	6.02
	<i>Capital Outlay</i>	<i>3,340,000.00</i>	<i>4,444.13</i>	<i>38,029.19</i>	<i>1.14</i>
	<i>Transfers & Contingencies</i>				
13-9000-00	Operating Contingency	700,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>700,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
13	Plant Reserve	2,448,999.00	142,812.71	5,872,100.75	239.78
Revenue Total		5,880,000.00	437,134.23	3,085,394.28	52.4727
Expense Total		9,381,900.00	340,551.63	2,041,238.50	21.7572
Grand Total		2,805,248.00	96,582.60	7,011,488.52	2.4994

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Subject: Operations Report

Presenter(s): Joe Rogers, Plant Supervisor

Board Action: Open discussion

Attachments: None

Monthly Production

September: The plant produced a total of 301.51 million gallons at an average day rate of 9.73 MGD. Of the total water produced, the slow sand filter produced 195.51 million gallons and the membrane filters produced 105.6 million gallons. The highest production day for the month was 13.31 MGD. The Commission did not purchase or sell water to South Fork during this month.

October: The plant produced a total of 175.50 million gallons at an average day rate of 5.66 MGD. Of the total water produced, the slow sand filter produced 149.82 million gallons and the membrane filters produced 25.65 million gallons. The highest production day for the month was 7.40 MGD. The Commission did not purchase or sell water to South Fork during this month.

November: The plant produced a total of 149.63 million gallons at an average day rate of 4.99 MGD. Of the total water produced, the slow sand filter produced 101.67 million gallons and the membrane filters produced 47.96 million gallons. The highest production day for the month was 5.85 MGD. The Commission did not purchase or sell water to South Fork during this month.

December: The plant produced a total of 161.20 million gallons at an average day rate of 5.20 MGD. Of the total water produced, the slow sand filter produced 86.79 million gallons and the membrane filters produced 76.50 million gallons. The highest production day for the month was 7.6 MGD. The Commission did not purchase or sell water to South Fork during this month.

Staff Notes

NCCWC staff has been working closely with SWA staff to plan for sand replacement on SSF #2 and #4. Staff has been performing membrane maintenance and slow sand filter maintenance. They have also been working with PGE to upgrade generator emissions system.

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Agenda Item 7.3

Subject: Manager's Report

Presenter(s): Wade Hathhorn, General Manager

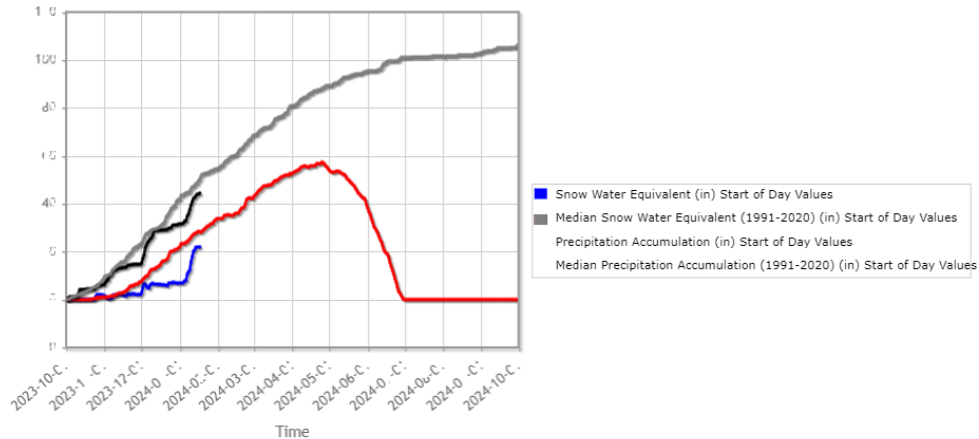
Board Action: Open discussion

Attachments: None

Update on Snowpack

The snowpack on Mt. Hood this (water) year got off to a very slow start. While the numbers remain below historic medians, there has been significant snowfall occurring in January.

Mt Hood Test Site (651) Oregon SNOTEL Site - 5370 ft Reporting Frequency: Daily; Date Range: 2023-10-01 to 2024-09-01



The critical period of “storage” (i.e. snowpack) comes later in the Spring, around mid-May. We will be watching this data as it unfolds again this year. Snow volumes are an important element in the “available water” forecast for the Clackamas River basin.

Update on Apprentice Program

As you might recall, staff worked with the State of Oregon to formally end the registered Apprentice program. This came as a result of having only two apprentices in the program, each leaving early due to training certification options available from the Oregon Health Authority. Moreover, the administrative requirements for reporting to BOLI were overly burdensome for such a few number of apprentices.

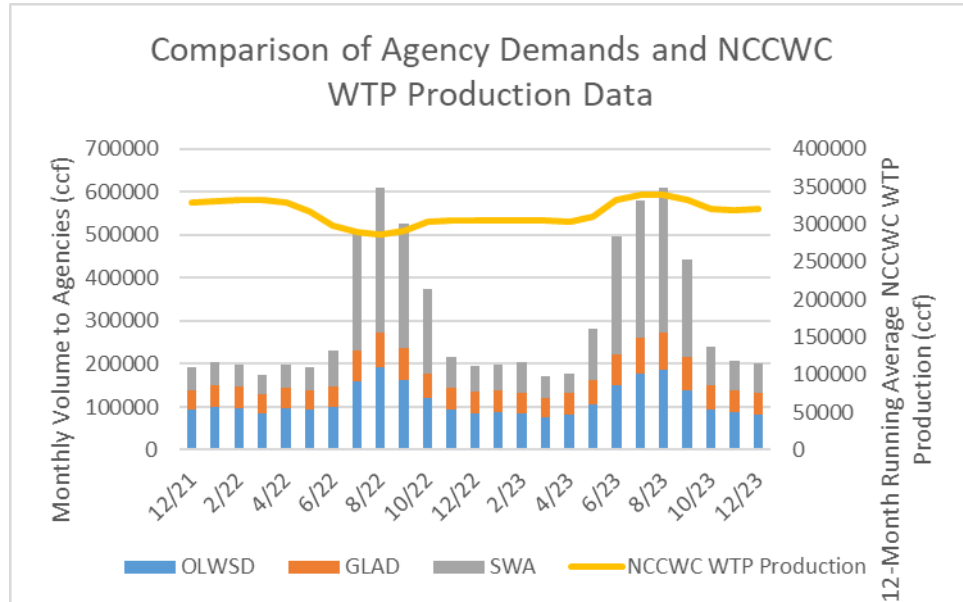
Staff, however, remains committed to developing the workforce for future placement in the public water treatment profession and is working with Clackamas Community College to sponsor at least one full-time scholarship in the Water Environment Technology (WET) program. This candidate will also be potentially eligible to work as an intern during their academic training period. The WET scholarship is being set-up now and the first sponsored candidate may be entering the Program in the Spring.

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Summary of Production and Deliveries

The graph below shows a 12-month rolling average of total production and monthly deliveries to member agencies:



The seasonal impacts on demand (deliveries) are evidenced in the drop observed across subsequent summer periods. There is also an upward trend forming in the 12-month rolling average for total production. This would be supported by the known growth occurring within the Sunrise Water Authority

Old LO Raw Water Pipeline

The preliminary study to locate the old LO raw water pipeline and its connections on both sides of the Willamette River is complete. Staff will be prepared to present some key findings and discuss potential options for desired next steps. We will be looking to establish priorities for preserving this pipe and its operations. Funding for improvements will also need to be scheduled for inclusion in the upcoming FY2024-25 Proposed Budget.

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Agenda Item 8.1 Local Contract Review Board – Special Procurement

Subject: Notice of Intent to Issue a Special Procurement for the Slow Sand Replacement Project

Presenter(s): Wade Hathhorn, General Manager

Board Action: Authorize a Special Procurement for the Sand Replacement Project

Attachments: Resolution 2024-2 Authorizing a Special Procurement for the Slow Sand Replacement Project

Background: The NCCWC is undertaking efforts to re-sand each of the four filter beds of the slow sand portion of the plant. Last Spring, beds #1 and #3 were (partially) re-sanded and staff are now looking to completely re-sand beds #2 and #4 (approximately 5400 tons). This latter work was originally bid back in September, but the bids were rejected based on the sand price. Staff has been working with the sand supplier (Knife River) to reschedule production and delivery under more favorable terms. In this alternative approach, the sand will be purchased by the NCCWC under a special procurement contract, delivered, and then placed in coordination with a separate installation contractor. This request is to approve a Special Procurement for the sand (including delivery) from Knife River.

Analysis: The only approved source of sand for the slow sand plant is manufactured by Knife River. The re-sanding of beds #2 and #4 will require up to 5400 tons of the approved sand. Knife River has offered a unit price of \$185/tons (delivered) for this project. This is a considerable reduction in cost compared to the prior bid in September. The reduction in price is owed to timing and capacity in the manufacturing process. The estimated cost for the sand is \$1,000,000.

The Local Contract Review Board Rules under item X(B)5(b) allows for Special Procurement exemptions to the regular public bidding process for the purpose of acquiring goods and services required as part of the maintenance and repair for the slow sand plant. Knife River is also the only source of the approved sand. The Board is being asked to approve Resolution 2024-2 Authorizing a Special Procurement for the project.

Options: Amend or reject the Special Procurement as requested.

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Staff Recommendation: Authorize a Special Procurement contract to Knife River for an amount not to exceed \$1,000,000 to acquire the necessary sand for the project.

Draft Motion: Move to approve Resolution 2024-2 Authorizing a Special Procurement to Knife River for the Slow Sand Replacement project as presented.

NORTH CLACKAMAS COUNTY WATER COMMISSION

Resolution No. 2024-2

A RESOLUTION AUTHORIZING A SPECIAL PROCUREMENT FOR THE SLOW SAND REPLACEMENT PROJECT

WHEREAS, during the normal operations of the NCCWC water treatment plant, sand is periodically removed from the slow sand filter beds; and

WHEREAS, the filter beds must then be periodically re-sanded; and

WHEREAS, the re-sanding of filter beds #2 and #4 is scheduled as part of the FY2023-24 Adopted Budget

WHEREAS, the re-sanding of those beds will require approximately 5400 tons of said material; and

WHEREAS, there is currently only one approved source for this type of sand within the state of Oregon or within a reasonable distance from the project site; and

WHEREAS, the source of supply shall be provided and delivered to the project site by Knife River at an agreed unit price of \$185 per ton or approximately \$1,000,000 for the entire project; and

WHEREAS, said direct purchase of such material is allowed as a Special Procurement under the item X (B) of the Local Contract Review Board Rules for the NCCWC; and

WHEREAS, such Special Procurement by the NCCWC under its Rules shall require appropriate findings of fact to be issued by the Board of Directors.

NOW, THEREFORE BE IT RESOLVED, BY THE NORTH CLACKAMAS COUNTY WATER COMMISSION BOARD OF DIRECTORS THAT:

The General Manager shall be so authorized to enter into an agreement with Knife River to purchase approximately 5400 tons of approved sand at an estimated cost of \$1,000,000 for the purpose of re-sanding the filter beds at the NCCWC's water treatment plant. Moreover, Knife River is the only known source of such material within the state of Oregon or so reasonably located from the project site.

It is further resolved that such a direct purchase agreement is allowed under item X (B) of the Local Contract Review Board Rules for the NCCWC (also simply referred to as the Rules). In doing so, the Board of Directors hereby finds that such a Special Procurement under those Rules:

1. Is unlikely to encourage favoritism in the awarding of such a public contract nor will it substantially diminish the associated competition from among (no) other qualified vendors; and
2. Is reasonably expected to result in substantial cost savings to the NCCWC and the public that could not practicably be realized by complying with the solicitation requirements otherwise required under these Rules.

So approved by the Board of Director's on this 25th day of January 2024.

By _____
Paul Gornick, Chair

By _____
Wade Hathhorn, General Manager

Attest this 25th day of January 2024

NORTH CLACKAMAS COUNTY WATER COMMISSION

January 25, 2024

Agenda Item 8.2 Local Contract Review Board – Construction Contract

Subject: Notice of Intent to Award Construction Contract for the Sand Replacement Project

Presenter(s): Wade Hathhorn, General Manager

Board Action: Issue Notice of Intent to Award a Construction Contract for the Sand Replacement Project

Attachments: Apparent winning bid to be presented at meeting

Background: The NCCWC is undertaking efforts to re-sand each of the four filter beds of the slow sand portion of the plant. Last Spring, beds #1 and #3 were (partially) re-sanded and staff is now looking to completely re-sand beds #2 and #4 (approximately 5400 tons). This latter work was originally bid back in September, but the bids were rejected based on the sand price. Staff has been working with the sand supplier (Knife River) to reschedule production and delivery under more favorable terms. In this alternative approach, the sand will be purchased (by the NCCWC) under a separate (goods) contract and then delivered and placed in coordination with a selected installation contractor. The engineer's estimate for the revised project is \$300,000 (installation only). The work is authorized as part of the NCCWC's FY2023-24 Budget.

Analysis: The two responsible installation contractors that responded to the original solicitation back in September were asked to prepare new quotes for the revised scope of work (installation only) in coordination with the (owner purchased) sand deliveries.

Options: Accept or rejects the bids, as presented.

Staff Recommendation: Issue Notice of Intent to Award a construction contract in the amount of \$228,563.00 to Tapani, Inc. for the installation of sand on bed #2 and #4.

Draft Motion: Move to issue formal Notice of Intent to Award a construction contract in the amount of \$228,563.00 to Tapani, Inc. for the installation of sand on beds #2 and #4.