



**REGULAR MEETINGS
NORTH CLACKAMAS COUNTY WATER COMMISSION
BUDGET COMMITTEE AND BOARD OF DIRECTORS
MARCH 27, 2025 at 5:30 p.m.**

Join In-Person or Online

14496 SE River Rd.
Oak Grove, OR 97267

<https://us02web.zoom.us/j/88510422651>

AGENDA

BUDGET COMMITTEE – 5:30 PM

1. Convene Budget Committee Meeting (Board Chair)
2. Introductions & Elect Budget Committee Chair
3. Presentation on Proposed FY2025-26 Budget (Budget Officer/General Manager)
4. Committee Discussion with Public Input/Comment
5. Consider Motion to Approve/Amend FY2025-26 Budget
6. Adjourn Budget Committee

BOARD OF DIRECTORS – EST. 6:30 PM

1. **Call Meeting to Order**
2. **Approve Agenda**
3. **Public Comment**
4. **Approval of Minutes**
 - 4.1 Approval of Minutes of the January 23, 2025 Regular Meeting
5. **Adoption of Consent Calendar**
 - 5.1 Authorization of Checks for December 2024 (Restated), January and February of 2025
6. **Board Discussion**
 - 6.1 FY 2024-25 Budget Appropriation Transfer
7. **Monthly Items**
 - 7.1 Financial Reports

- 7.2 Operations Report
- 7.3 Manager's Report
- 7.4 Business from the Board

8. Recess to Executive Session

- 8.1 Convene under ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection.

9. Adjourn Executive Session

10. Adjourn Regular Meeting



Proposed Budget

2025 - 2026



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**Approved Budget
Fiscal Year 2025-2026**

Budget Committee Members

Kevin Bailey
Sunrise Water Authority

James Kerr
Sunrise Water Authority

Chris Hawes
Sunrise Water Authority

Michael Morrow
Sunrise Water Authority

Paul Gornick
Oak Lodge Water Services

Ron Weigel
Oak Lodge Water Services

Kevin Williams
Oak Lodge Water Services

Robert Weber
Oak Lodge Water Services

Luke Roberts
City of Gladstone

Nina Harrington
City of Gladstone

Budget Officer

Jamey Pietzold, Interim Finance Director
Office (503) 761-0220 ext. 150

Administrative Office

14496 SE River Road
Milwaukie, OR 97267
Office (503) 654-7765
Fax (503) 653-1973

**North Clackamas County Water Commission
Approved Budget
Fiscal Year 2025-2026**

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**NORTH CLACKAMAS COUNTY WATER COMMISSION
BUDGET CALENDAR
Fiscal Year 2025-2026**

- | | |
|------------------|---|
| January 23, 2025 | - Appoint Budget Officer
- Approve Budget Schedule |
| March 5, 2025 | - Publish notice of Budget Committee Meeting
(5-30 days prior) |
| March 19, 2025 | - Publish 2nd notice of Budget Committee Meeting |
| March 21, 2025 | - Proposed budget sent to Budget Committee |
| March 27, 2025 | - Appoint Budget Committee
- Budget Committee Meeting |
| April 24, 2025 | - Budget Committee Meeting (if necessary) |
| June 11, 2025 | - Publish Notice and Summary of Budget Adoption hearing |
| June 28, 2025 | - Conduct Public Hearing to Adopt Budget |

ADMINISTRATIVE OFFICE
14496 SE River Road
Milwaukie, OR 97267
Tel. (503) 654-7765
Fax (503) 653-1973



TREATMENT PLANT
14275 S. Clackamas River Dr.
Oregon City, OR 97045
Tel. (503) 723-3505
Fax (503) 723-350

March 27, 2025

North Clackamas County Water Commission Budget Committee Members:

Thank you for taking your time to participate in the budget process for the North Clackamas County Water Commission (NCCWC). We are pleased to present the NCCWC's proposed budget for fiscal year 2025-2026 for your consideration and approval.

This past year has created several challenges to staff and operations. Staff continues to work tirelessly to restore membrane filter efficiency and make significant improvements to key treatment operations, while managing their way through significant personnel changes. We are fortunate to now have in place a highly experienced professional team of operators and management. We have also initiated groundbreaking cooperations with NW Natural Water Services to begin building important, long-term labor and equipment reserves. The staff is very proud of its continuous record in meeting all State and Federal regulatory compliance standards.

To this end, the NCCWC remains in sound financial condition. The General Fund is strategically managed to balance operational costs with responsible rate adjustments in support of ongoing operations. The Plant Reserve Fund also continues to accumulate important resources designed to ensure long-term infrastructure sustainability. In this coming fiscal year 2026, the General Fund budget projection totals \$6.14 million. This total includes an operating budget of \$2.85 million for personnel and material & services, along with \$1.49 million in wholesale water purchases from Clackamas River Water. The projected increase in operating expenditures for fiscal year 2026 is 15.7%, which includes a 17.0% increase in personnel services and an increase of 15.4% in material & services. Personnel increases are mainly reflected in salaries, benefits, and retirement; while material & services increases are mainly reflected in wholesale water, contracted services, information technology, professional services, and electricity.

The General Fund also includes other expenditures totaling \$1.55 million, composed of \$750,000 in transfers to the Plant Reserve Fund, a \$300,000 special payment to a PERS set-aside account which this year is eligible for an Employer Incentive Fund match, and \$500,000 in contingency. Total proposed expenditures equal \$5.89 million, resulting in an ending fund balance of \$246,559.

Expenditures are balanced by an estimate in direct water sales of \$3.5 million (from plant production) along with the resale (or passthrough) of the wholesale water purchases from CRW of \$1.49 million.

By design, capital funding is executed in the Plant Reserve Fund. Planned capital expenditure totals \$1.16 million, including \$50,000 for SCADA system upgrades & cybersecurity improvements, \$630,000 for equipment, \$100,000 for membrane replacement study, \$200,000 for facility improvements, and 180,000 for restoration of the emergency pipeline and water management & conservation plan. This fund also includes a \$500,000 Contingency, bringing the planned requirements to \$1.66 million.

Thank you for support in the budget process and for your dedication to the North Clackamas County Water Commission.

Respectfully submitted,

Wade Hathhorn
General Manager

**North Clackamas County Water Commission
All Fund Summary
Fiscal Year 2025-2026**

Funds	10 General Fund	13 Plant Reserve	17 Bond Reserve	19 Bond Redemption	Totals
Resources					
Beginning Balance	\$ 1,037,559	\$ 6,156,884	\$ -	\$ -	\$ 7,194,443
Interest	18,000	162,000	-	-	180,000
Water Sales	5,000,000	-	-	-	5,000,000
Miscellaneous	87,000	-	-	-	87,000
Transfers	-	750,000	-	-	750,000
Total Resources	\$ 6,142,559	\$ 7,068,884	\$ -	\$ -	\$ 13,211,443
Expenditures					
Personnel Services	\$ 859,000	\$ -	\$ -	\$ -	\$ 859,000
Material & Services	3,487,000	-	-	-	3,487,000
Capital Outlay	-	1,160,000	-	-	1,160,000
Debt	-	-	-	-	-
Transfers & Contingency	1,550,000	500,000	-	-	2,050,000
Reserved for Future Expenditure	100,000	1,500,000	-	-	1,600,000
Unappropriated Fund Balance	146,559	3,908,884	-	-	4,055,443
Total Requirements	\$ 6,142,559	\$ 7,068,884	\$ -	\$ -	\$ 13,211,443

**North Clackamas County Water Commission
Proposed Budget FY 2025-2026**

Actual 2022-2023	Actual 2023-2024	Adopted Budget 2024-2025	Fund - Acct	DESCRIPTION	Proposed Budget 2025-2026	Approved Budget 2025-2026	Adopted Budget 2025-2026
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10 GENERAL FUND

1,585,797	1,760,504	1,118,054	3000	Beginning Fund Balance	1,037,559		
36,839	58,318	5,000	4010	Interest	18,000		
3,166,271	3,189,448	3,164,000	4020	Water Sales	3,504,000		
1,114,246	1,124,889	1,152,000	-01	OLWD 1,375,000 (ccf)	1,238,000		
563,887	594,733	589,000	-02	City Gladstone 725,000 (ccf)	653,000		
1,470,462	1,453,022	1,408,000	-03	SWA 1,775,000 (ccf)	1,598,000		
17,676	16,804	15,000	-09	Clackamas River Water	15,000		
1,257,754	1,870,206	1,400,000	4025	Wholesale Water Sales	1,496,000		
35,531	38,122	-	4060	Miscellaneous	87,000		
106,204	-	-	4100	TRANSFERS IN	-		
102,902	-	-	-17	Revenue Bond Debt Service Reserve	-		
3,302	-	-	-19	Revenue Bond Redemption Fund	-		
\$ 6,188,396	\$ 6,916,599	\$ 5,687,054		TOTAL RESOURCES	\$ 6,142,559		

10 PERSONNEL SERVICES:

328,638	348,469	380,000	5000	Plant Operators	439,000		
58,387	48,922	52,000	5005	Overtime/On Call	69,000		
11,626	-	-	5040	Apprenticeship	-		
-	-	20,000	5045	Internship	22,000		
102,393	112,700	127,000	5050	Medical, Dental, Vision	143,000		
77,536	96,380	105,000	5060	Retirement	133,000		
34,124	32,316	39,000	5070	Payroll Taxes	45,000		
6,795	9,008	11,000	5080	Workers' Compensation Ins.	8,000		
\$ 619,499	\$ 647,795	\$ 734,000		TOTAL PERSONNEL SERVICES	\$ 859,000		

10 MATERIALS AND SERVICES:

1,280,658	1,745,654	1,400,000	5204	Wholesale Water Purchases	1,496,000		
129,937	137,746	146,000	5206	Contracted Services	372,000		
38,329	39,862	45,000	-10	Management	54,000		
-	-	-	-11	Operations Mgt (NW Natural)	150,000		
27,736	29,325	32,000	-12	Plant Engineer	40,000		
48,000	51,575	51,000	-13	Financial	110,000		
15,872	16,984	18,000	-16	HVAC Maintenance	18,000		
1,906	2,554	9,000	5208	General Office Supplies/Postage	5,000		
5,254	14,888	17,500	5210	Permits/Licensing Fees	18,000		
74,091	81,188	99,000	5212	Insurance - General	104,000		
16,273	13,754	15,000	5215	Computers/Technology	60,000		
209,351	206,103	264,000	5230	Professional Services	328,000		
47,300	34,520	45,000	-04	Audit	61,000		
9,788	4,018	25,000	-06	Legal	15,000		
555	6,421	25,000	-08	Engineering / General	75,000		
151,708	161,145	169,000	-21	Watershed Services	177,000		
166,059	124,922	170,000	5236	Water Treatment	170,000		
13,163	9,673	15,000	-10	Water Analysis & Testing	15,000		
125,940	101,263	130,000	-11	Chemicals	130,000		
26,956	13,986	25,000	-12	Instrumentation & Lab Supplies	25,000		

**North Clackamas County Water Commission
Proposed Budget FY 2025-2026**

Actual 2022-2023	Actual 2023-2024	Adopted Budget 2024-2025	Fund - Acct	DESCRIPTION	Proposed Budget 2025-2026	Approved Budget 2025-2026	Adopted Budget 2025-2026
10 GENERAL FUND (continued)							
10 MATERIALS AND SERVICES: (continued)							
1,750	7,307	17,500	5238	Telemetry (SCADA)	18,000		
498,091	586,559	650,000	5240	Electricity	689,000		
19,748	13,080	29,700	5244	Education/Training/Dues	20,000		
9,563	9,610	10,000	5245	Telephone	8,000		
-	849	500	5246	Travel/Mileage	1,500		
53	297	1,000	5247	Books and Publications	500		
876	1,337	1,000	5248	Public notices	1,000		
3,959	2,801	3,000	5250	Other Utilities	4,000		
2,140	2,133	2,000	-10	Natural Gas	2,000		
1,819	668	1,000	-20	Garbage	2,000		
9,086	3,368	5,000	5252	Miscellaneous	5,000		
-	-	1,200	5256	Commissioner Expenses	-		
27,840	12,723	32,500	5300	Vehicle Equipment Maintenance	23,000		
5,532	5,132	5,000	-10	Vehicle Maintenance	5,000		
8,785	5,104	9,000	-20	Fuels/Oils	5,000		
1,689	-	3,500	-30	Equipment Rental	3,000		
11,834	2,487	15,000	-40	Equipment Maintenance	10,000		
144,198	116,955	139,000	5305	Building & Grounds Maintenance	154,000		
18,124	765	27,000	-10	Building Maintenance	25,000		
11,115	10,890	20,000	-11	Grounds Maintenance	10,000		
2,759	566	2,000	-13	Janitorial Supply	2,000		
-	1,113	5,000	-14	Security Monitoring/Maintenance	5,000		
78,849	87,049	40,000	-15	Plant Maintenance	75,000		
403	-	10,000	-16	Intake Structure Maintenance	2,000		
26,426	10,028	20,000	-17	Membrane Maintenance	20,000		
6,522	6,544	15,000	-20	Safety Supplies	15,000		
9,700	10,000	10,000	5310	Small Tools & Equipment	10,000		
\$ 2,608,393	\$ 3,091,694	\$ 3,020,900		TOTAL MATERIAL & SERVICES	\$ 3,487,000		
\$ 3,227,892	\$ 3,739,489	\$ 3,754,900		TOTAL OPERATING EXPENDITURES	\$ 4,346,000		
10 OTHER REQUIREMENTS							
-	150,000	150,000	6900	Special Payments	300,000		
-	150,000	150,000	-45	PERS Side Account Contribution	300,000		
1,200,000	1,500,000	1,200,000	7300	TRANSFERS OUT	750,000		
1,200,000	1,500,000	1,200,000	-13	Plant Reserve	750,000		
-	-	-	-19	Revenue Bond Debt Redemption	-		
-	-	470,000	9000	Fund Contingency	500,000		
\$ 1,200,000	\$ 1,650,000	\$ 1,820,000		TOTAL OTHER EXPENDITURES	\$ 1,550,000		
\$ 4,427,892	\$ 5,389,489	\$ 5,574,900		TOTAL APPROPRIATIONS	\$ 5,896,000		
\$ -	\$ -	\$ -		RESERVED FOR FUTURE EXPENDITURE	\$ 100,000		
\$ 1,760,504	\$ 1,527,109	\$ 112,154		UNAPPROPRIATED FUND BALANCE	\$ 146,559		
\$ 6,188,396	\$ 6,916,599	\$ 5,687,054		TOTAL REQUIREMENTS	\$ 6,142,559		

**North Clackamas County Water Commission
Proposed Budget FY 2025-2026**

Actual 2022-2023	Actual 2023-2024	Adopted Budget 2024-2025	Fund - Acct	DESCRIPTION	Proposed Budget 2025-2026	Approved Budget 2025-2026	Adopted Budget 2025-2026
13 PLANT RESERVE FUND							
5,058,689	5,186,223	4,556,222	3000	Beginning Fund Balance	6,156,884		
144,175	259,920	50,000	4010	Interest	162,000		
27,940	-	-	4060	Miscellaneous Income	-		
1,200,000	1,500,000	1,200,000	4100	TRANSFERS IN	750,000		
1,200,000	1,500,000	1,200,000	-10	General Fund	750,000		
\$ 6,430,804	\$ 6,946,143	\$ 5,806,222		TOTAL RESOURCES	\$ 7,068,884		
1,244,582	1,408,172	995,000	7000	CAPITAL OUTLAY	1,160,000		
-	-	200,000	-10	Computers/SCADA/Technology	50,000		
184,973	88,409	325,000	-20	Equipment	630,000		
916,040	1,303,589	-	-30	Sand	-		
-	-	100,000	-40	Membranes	100,000		
37,870	-	170,000	-50	Buildings	200,000		
105,699	16,174	200,000	-60	Other	180,000		
-	-	300,000	9000	Fund Contingency	500,000		
1,244,582	1,408,172	1,295,000		TOTAL CAPITAL OUTLAY & OTHER EXP.	1,660,000	-	
1,244,582	1,408,172	1,295,000		TOTAL APPROPRIATIONS	1,660,000	-	
\$ -	\$ -	\$ -		RESERVED FOR FUTURE EXPENDITURE	\$ 1,500,000		
\$ 5,186,222	\$ 5,537,971	\$ 4,511,222		UNAPPROPRIATED FUND BALANCE	\$ 3,908,884		
\$ 6,430,804	\$ 6,946,143	\$ 5,806,222		TOTAL REQUIREMENTS	\$ 7,068,884		

North Clackamas County Water Commission
Proposed Budget FY 2025-2026

Actual 2022-2023	Actual 2023-2024	Adopted Budget 2024-2025	Fund - Acct	DESCRIPTION	Proposed Budget 2025-2026	Approved Budget 2025-2026	Adopted Budget 2025-2026
17 REVENUE BOND DEBT SERVICE RESERVE							
102,902	-	-	3000	Beginning Fund Balance	-		
-	-	-	4010	Interest	-		
-	-	-	4100	TRANSFERS IN	-		
-	-	-	-10	General Fund	-		
\$ 102,902	\$ -	\$ -		TOTAL RESOURCES	\$ -		
102,902	-	-	7300	TRANSFERS OUT	-		
102,902	-	-	-10	General Fund	-		
-	-	-	9000	Fund Contingency	-		
\$ 102,902	\$ -	\$ -		TOTAL APPROPRIATIONS	\$ -		
\$ -	\$ -	\$ -		UNAPPROPRIATED FUND BALANCE	\$ -		
\$ 102,902	\$ -	\$ -		TOTAL REQUIREMENTS	\$ -		

North Clackamas County Water Commission
Proposed Budget FY 2025-2026

Actual 2022-2023	Actual 2023-2024	Adopted Budget 2024-2025	Fund - Acct	DESCRIPTION	Proposed Budget 2025-2026	Approved Budget 2025-2026	Adopted Budget 2025-2026
19 REVENUE BOND REDEMPTION FUND							
3,302	-	-	3000	Beginning Fund Balance	-		
-	-	-	4010	Interest	-		
-	-	-	4100	TRANSFERS IN	-		
-	-	-	-10	General Fund	-		
\$ 3,302	\$ -	\$ -		TOTAL RESOURCES	\$ -		
\$ -	\$ -	\$ -	5390	DEBT SERVICE	\$ -		
-	-	-	-20	Principal Payment	-		
-	-	-	-25	Interest Payment	-		
-	-	-	-50	Fiscal Agent Fees, Misc.	-		
				TOTAL DEBT SERVICE			
3,302	-	-	7300	TRANSFERS OUT	-		
3,302	-	-	-10	General Fund	-		
-	-	-	9000	Fund Contingency	-		
\$ 3,302	\$ -	\$ -		TOTAL APPROPRIATIONS	\$ -		
\$ -	\$ -	\$ -		UNAPPROPRIATED FUND BALANCE	\$ -		
\$ 3,302	\$ -	\$ -		TOTAL REQUIREMENTS	\$ -		

Descriptions - Materials & Services

Account #	Description	Budget
5204	Wholesale Water Purchase	1,496,000
	Cost of purchasing water from other sources.	
5206	Contracted Services	372,000
	Charges for services contracted for operations and management necessary for water production.	
5208	General Office Expense	5,000
	Supplies, postage, forms, stationery, office reproductions supplies, and other miscellaneous office supplies. Does not include subscriptions, books, and publications.	
5210	Permits/Licensing Fees	18,000
	Cost of permits and licensing fees necessary or required for the production of drinking water. Includes fees paid to DEQ, OHA, and other regulatory entities.	
5212	Insurance	104,000
	Cost of insurance premiums to include but not limited to property, liability, and auto coverage.	
5215	Computers/Technology	60,000
	Costs associated with computer technology including hardware, software, licensing, associated peripherals and accessories.	
5230	Professional Services	328,000
	Covers legal counsel, auditing service, consulting engineering services, source water protection and conservation program.	
5236	Water Treatment	170,000
	Cost of water quality sample analysis including cost of chemicals, lab supplies, instrumentation supplies and equipment necessary for the testing process (non-capital)	
5238	Telemetry	18,000
	Cost of collection and transmission of measurements and other data for monitoring. Includes costs of Supervisory and Data Acquisition (SCADA) system.	
5240	Electricity	689,000
	Electric utility costs associated with production operations and facilities.	
5244	Education/Travel/Training/Dues	20,000
	Costs associated with employee continuing education and training to maintain certification requirements. Includes related travel expenditures and membership in related professional organizations.	

Descriptions - Materials & Services

Account #	Description	Budget
5245	Telephone	8,000
	Cost associated with telephony, including phone, fax, and mobile devices.	
5246	Mileage	1,500
	Reimbursement for the cost of private mileage incurred by an employee when traveling for business purposes.	
5247	Books and Publications	500
	Cost of reference material used in the normal course of business, such as books, magazines, periodicals, leaflets, pamphlets, etc.	
5248	Public Notices	1,000
	Cost of published required public notifications in accordance with public law.	
5250	Other Utilities	4,000
	Cost of fuels and utilities for facilities, such as heat, gas, light, power, water, sewer, garbage, and steam. Excludes cost of electricity used for water production.	
5252	Miscellaneous	5,000
	Cost of incidental expenses arising during the year not classified in other accounts.	
5256	Commissioner Expense	-
	Reimburse of costs to Board Members for associated meeting costs.	
5300	Vehicle and Equipment Maintenance	23,000
	Costs of maintaining vehicle and equipment including fuel, repairs, tires, oil and other cost to maintain in good working condition.	
5305	Building and Grounds	154,000
	Cost of maintaining buildings and grounds, including landscaping services, janitorial, wiring, plumbing, carpentry, painting, etc.	
5310	Small Tools & Equipment	10,000
	Cost of small tools and equipment necessary for the performance of work (non-capital).	
	Total	3,487,000

North Clackamas County Water Commission
2025-2026 Budget - Line Item Detail
 Staff Travel, Training, and Dues
 5244 / 5246

Description	Registration Fees	Transport Costs	Lodging Expense	Meal Expense	Total Cost
AWWA Annual Conference	\$ 1,000	\$ 1,500	\$ 2,300	\$ 300	\$ 5,100
AWWA Water Quality Conf.	1,000	1,500	2,300	300	5,100
Water Works School	700	-	-	50	750
NWMOA	800	1,500	1,000	250	3,550
CCC WET Student Scholarship	5,500				5,500
Mileage		1,500			1,500
Totals	\$ 9,000	\$ 6,000	\$ 5,600	\$ 900	\$ 21,500

**North Clackamas County Water Commission
2025-2026 Budget
Capital Outlay**

Fund 13 Capital Outlay Account Number Listing

	Proposed Budget
7000 CAPITAL OUTLAY	1,160,000
-10 Computers/SCADA/Technology	50,000
-20 Equipment	630,000
-30 Sand	-
-40 Membranes	100,000
-50 Buildings	200,000
-60 Other	180,000

Capital Project Summary Overview			
Account #	Account Description	Project Name	Budget
-10	Computers/SCADA/Technology	SCADA System Upgrade & Cybersecurity Improvements	50,000
-20	Equipment	Variable Frequency Drive (VFD) Finished Water Pump 4 Replacement	100,000
-20	Equipment	Finished Water Pump 1 Motor Replacement	100,000
-20	Equipment	Membrane Filtration Pumps 2 & 3 - Motor & VFD Replacements	150,000
-20	Equipment	Vehicle Truck with Lift/Dump Bed (F250/350 equiv)	80,000
-20	Equipment	Membrane Coagulation Instrumentation & Control	100,000
-20	Equipment	Power Conditioning (Electrical)	100,000
-30	Sand	NA for FY26	-
-40	Membranes	Membrane Replacement Study	100,000
-50	Buildings	Cameras and Security System Replacement	100,000
-50	Buildings	Chemical Pump Skids	100,000
-60	Other	Restore Cathodic Protection Equipment on Emergency Pipeline	150,000
-60	Other	Water Management and Conservation Plan	30,000
Subtotal			1,160,000

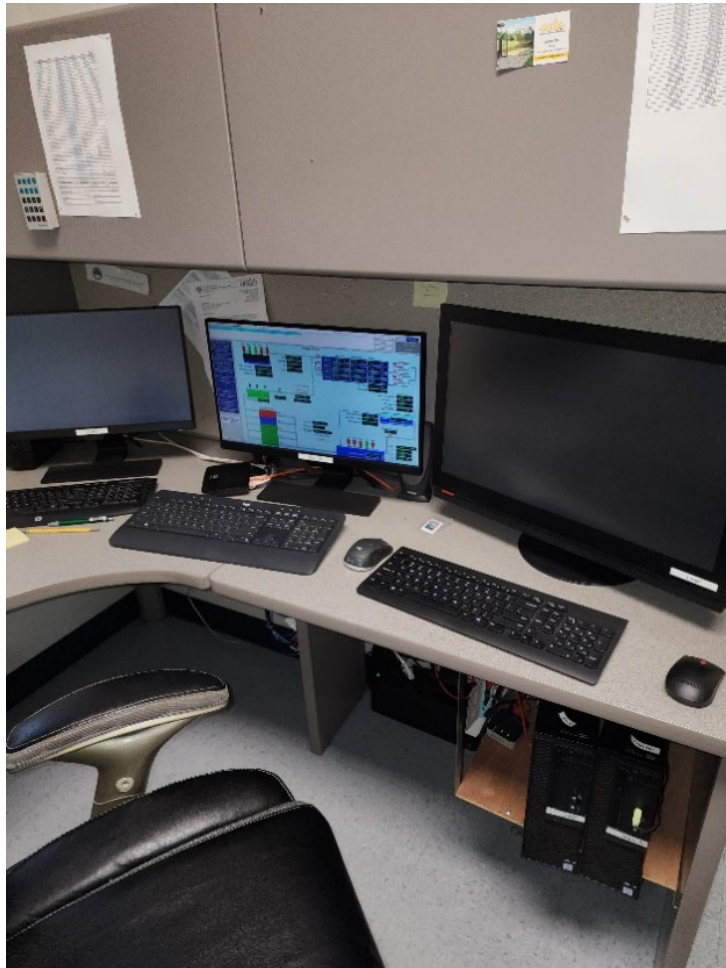
**North Clackamas County Water Commission
2025-2026 Budget
Capital Outlay Description**

Item: SCADA System Upgrade and Cybersecurity Improvements

Cost: \$ 50,000

GL Code: 13.7000.10

Description: Improvements are needed to upgrade the remote control/access system for plant operations and replace the on-site computer system, including making related cybersecurity enhancements. The upgraded system would include new computers, updated SCADA software and new redundant remote communication systems. This activity is carried forward from prior year.



**North Clackamas County Water Commission
2025-2026 Budget
Capital Outlay Description**

Item: Replace Variable Frequency Drive (VFD) for Finished Water Pump #4

Cost: \$ 100,000

GL Code: 13.7000.20

Description The variable frequency drive for finished water pump #4 requires replacement. This activity is carried forward from prior year.



**North Clackamas County Water Commission
2025-2026 Budget
Capital Outlay Description**

Item: Finished Water Pump 1 Motor Replacement

Cost: \$ 100,000

GL Code: 13.7000.20

Description: The finished water pump 1 motor requires a full replacement. This finished water pump has the highest hours of runtime. This motor has been rebuilt numerous times without achieving full working capacity and efficiency. This activity is carried forward from prior year.



**North Clackamas County Water Commission
2025-2026 Budget
Capital Outlay Description**

Item: Membrane Filtrate Pumps (2 & 3) Motor and VFD Replacements

Cost: \$ 150,000

GL Code: 13.7000.20

Description: Membrane filtrate pumps are from the original build in 2005. The Water Treatment Master Plan identified replacement of two of the five filtrate pump motors and variable frequency drives (VFD) to be replaced. This activity is carried forward from prior year.



**North Clackamas County Water Commission
2025-2026 Budget
Capital Outlay Description**

Item: Vehicle Truck with Lift\Dump Bed

Cost: \$ 80,000

GL Code: 13.7000.20

Description: A truck with a lift\dump bed is needed as part of the system to remove spent sand from the slow sand beds. The current tractor/tailer setup is open to weather which results in staff exposure to wet, cold, and heat extremes. Additionally the dump trailer reached its useful life and requires replacement. A truck with lift\dump bed addresses concerns regarding staff wellbeing and replacement of the dump trailer. This activity is partially carried forward from prior year.



**North Clackamas County Water Commission
2025-2026 Budget
Capital Outlay Description**

Item: Membrane Coagulation Instrumentation & Control

Cost: \$ 100,000

GL Code: 13.7000.20

Description: Direct adjustment of coagulation chemical (ACH) to the membrane system is not possible with the current installation and sampling locations. Adding a sample port to the coagulation water pipe before it enters the membrane process will allow coagulated water to be tested for its charge and adjusted as necessary. Includes eta machine and integration with SCADA control.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Description**

Item: Power Conditioning (Electrical Line Conditioning)

Cost: \$ 100,000

GL Code: 13.7000.20

Description: Energy variances into the plant requires power conditioning to stabilize energy and protect plant assets.



**North Clackamas County Water Commission
2025-2026 Budget
Capital Outlay Description**

Item: Membrane Replacement Study

Cost: \$ 100,000

GL Code: 13.7000.40

Description: In anticipation of replacement of all current membrane filters planned for 2027, a review of sourcing, technology, capacity, and current design needs to be studied to ensure this project is a success to set-up the plant for the future decade. This activity is carried forward from prior year.



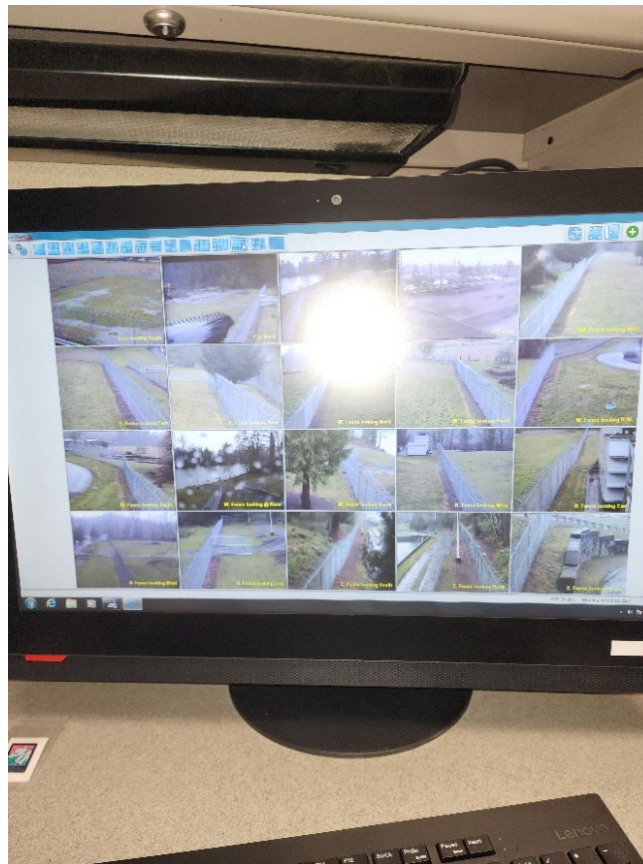
**North Clackamas County Water Commission
2025-2026 Budget
Capital Outlay Description**

Item: Camera and Security System Replacement

Cost: \$ 100,000

GL Code: 13.7000.50

Description: The existing cameras and key components of the security system were installed in 2005 and intermittently fail. This activity will modernize the system and upgrade its functionality. This activity is carried forward from prior year.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Description**

Item: Chemical Pump Skids

Cost: \$ 100,000

GL Code: 13.7000.50

Description: The chemical pumps skids have exhausted their useful life and require replacement. The activity will reconfigure the pump skid containment area to relocate controls, replace pumps, plumbing,, etc. This activity is carried forward from prior year.



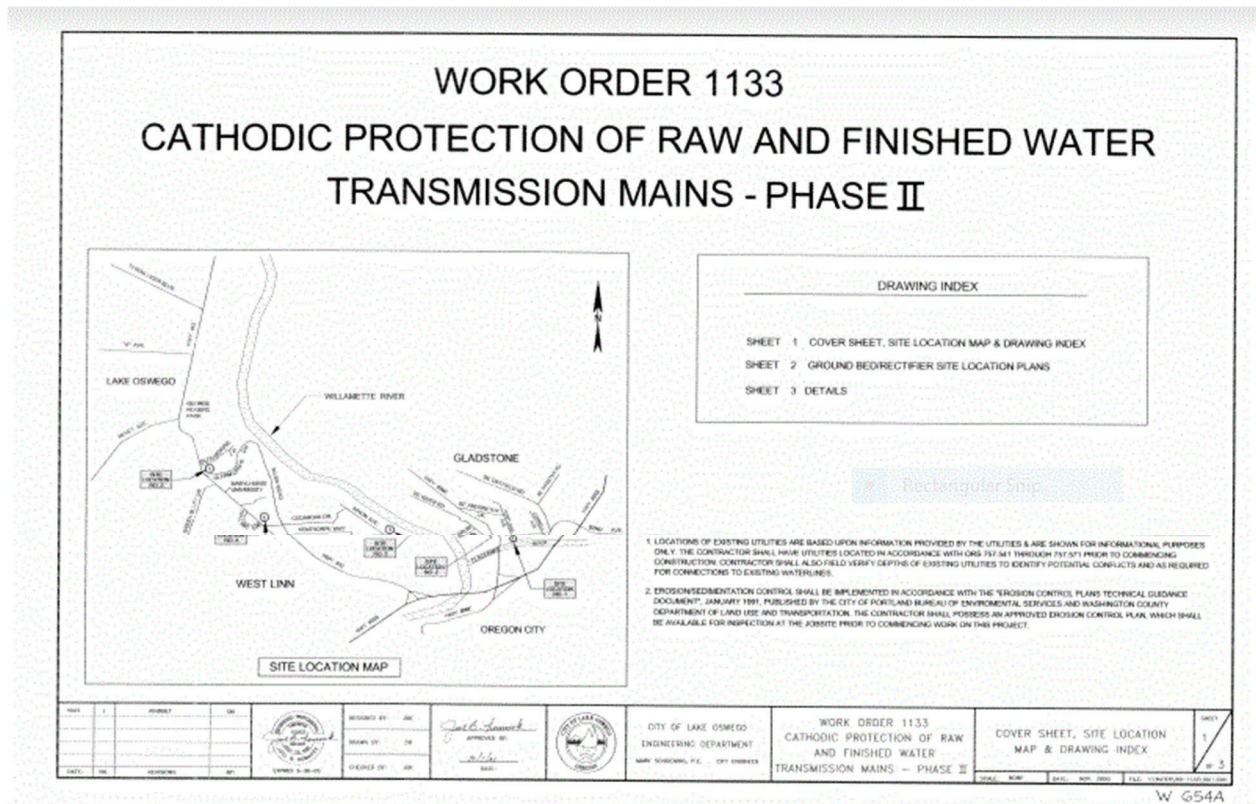
**North Clackamas County Water Commission
2025-2026 Budget
Capital Outlay Description**

Item: Restore Cathodic Protection Equipment on Emergency Pipeline

Cost: \$ 150,000

GL Code: 13.7000.60

Description: In 2017, NCCWC acquired the old raw water pipeline serving the Lake Oswego treatment plant from their intake on the Clackamas River. The pipeline is being repurposed to serve as an important non-potable delivery option across the Willamette River during an emergency (up to 6-8 MGD). Prior to its abandonment, the pipeline was protected by an active cathodic (corrosion) protection system. This project includes an investigation into the restoration of that system, along with related design and implementation. This activity is carried forward from prior year.



**North Clackamas County Water Commission
2024-2025 Budget
Capital Outlay Description**

Item: Water Management & Conservation Plan Update

Cost: \$ 30,000

GL Code: 13.7000.60

Description: The water right(s) for the NCCWC are subject to the state's permit extension rules, requiring the preparation of a Water Management & Conservation Plan (as prescribed under OAR 690-086). While the rule requires these plans to be updated every 10 years, the NCCWC's permit has been the subject of a 17-year long legal dispute involving the state and other interested parties. With the resolution of that dispute, a new WMCP must be approved by the State of Oregon. NCCWC is actively working through the process and this activity is partially carried forward from prior year.



End of Document

NORTH CLACKAMAS COUNTY WATER COMMISSION

March 27, 2025

Agenda Item 4.1



**BOARD OF DIRECTORS
MEETING MINUTES – 5:30 P.M.
JANUARY 23, 2025**

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
Jamey Pietzold	Sunrise Water Authority
Bret Bienerth	Sunrise Water Authority
Laural Casey	Oak Lodge Water Services

1. Call to Order

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

2. Welcome Visitors

Chair Hawes welcomed visitors.

3. Public Comment

There was no public comment.

4. Approval of Minutes

4.1 Approval of Minutes of the September 26, 2024 Regular Meeting

Chair Hawes called for a motion. Director Gornick moved to approve the September 26, 2024 minutes. Director Roberts seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Bailey, Gornick, Hawes, Roberts, and Williams.

MOTION CARRIED

5. Adoption of Consent Calendar

5.1 Authorization of Checks for September, October, November, and December 2024

The board asked clarifying questions regarding the checks.

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

MOTION CARRIED

6. Board Discussion

6.1 Appoint Budget Officer (FY2025-26)

6.2 Adopt Budget Calendar (FY2025-26)

General Manager Hathhorn outlined the appointment of a Budget Officer and approval of a Budget Calendar.

Chair Hawes called for a motion. Director Gornick moved to appoint Jamey Pietzold as the Budget Officer for the FY2025-26 budget process and adopt the FY2025-26 Budget Calendar as presented. Director Bailey seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Bailey, Gornick, Hawes, Roberts, and Williams.

MOTION CARRIED

6.3 Approve True-Up from FY2023-24

General Manager Hathhorn outlined the annual true-up process and historical practice of the general manager and board.

There was board discussion regarding transferring the money to reserves.

Chair Hawes called for a motion. Director Gornick moved to adopt Resolution 2025-1 waiving the true-up for FY2023-24 as presented. Director Roberts seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Bailey, Gornick, Hawes, Roberts, and Williams.

MOTION CARRIED

6.4 Receipt of the FY2023-24 Audited Financial Statements and Auditor's Letter

Interim Finance Director Pietzold provided a summary of the audit findings.

Chair Hawes called for a motion. Director Roberts moved to acknowledge receipt of the FY2023-24 financial audit. Director Bailey seconded. Recorder Casey conducted a roll call vote. Voting Aye: Directors Bailey, Gornick, Hawes, Roberts, and Williams.

MOTION CARRIED

7. Monthly Items

7.1 Financial Reports

Interim Finance Director Pietzold provided highlights from the written report.

7.2 Operations Report

General Manager Hathhorn and Interim Plant Manager Bienenrth provided highlights from the written report, including membrane cell cleaning and ongoing plant maintenance.

The board asked questions regarding filter cleaning and membrane life.

7.3 Manager's Report

General Manager Hathhorn provided highlights from the written report, including the loss of former plant manager Joe Rogers and a personal services contract with NW Natural Water Services.

7.4 Business from the Board

There was none.

8. Adjourn Regular Meeting

Chair Hawes adjourned the meeting at 6:08 p.m.

NORTH CLACKAMAS COUNTY WATER COMMISSION

March 27, 2025

Agenda Item 5.1

- Subject:** Authorization of ACH & Check Payments for December 2024 (restated), January 2025, and February 2025.
- Presenter(s):** Jamey Pietzold, Interim Finance Director
- Board Action:** The Board is requested to formally authorize the ACH & Check issuances.
- Attachments:** Bank Reconciliation Checks by Date Report
- Background:** The Board is responsible for reviewing and approving monthly ACH & Check payments.
- Analysis:** In the three-month period December 2024 through February 2025, the following ACH and Check payments were issued and processed:
- Wells Fargo Account:
- 33 ACH payments totaling \$257,322.11
 - 66 valid checks issued numbered 31328 through 31393 totaling \$544,483.89
 - Total valid Wells Fargo period payments of \$801,806.00.
 - Nil voided transactions
- LGIP Account:
- Nil ACH and Check payments activity to report
- Consolidated Payment Total = \$801,806.00
- Options:** Approve Issuance and/or requests additional clarification.
- Staff Recommendation:** Approve ACH & Check issuances as presented for December 2024 (restated), January 2025, and February 2025.
- Draft Motion:** Move to approve all valid ACH payments & Checks for the period December 2024, January 2025, and February 2025 totaling \$801,806.00. Noting nil voided transactions.

Bank Reconciliation
 Checks by Date
 User: jpietzold@sunrisewater.com
 Printed: 09/12/2024 - 12:52PM
 Cleared and Not Cleared Checks
 Print Void Checks

ACH Disbursement Activity							
Number	Issue Date	Vendor	Comment	Module	Void	Clear Date	Amount
0	9/1/2024	Wells Fargo Banks		AP		9/30/2024	-
0	9/6/2024	Internal Revenue Service-ACH		AP		9/30/2024	3,369.59
0	9/6/2024	OR Department of Revenue		AP		9/30/2024	968.08
0	9/6/2024	Portland General Electric		AP		9/30/2024	73,287.55
0	9/6/2024		DD 00001.09.2024	PR		9/30/2024	7,194.08
0	9/9/2024	Wells Fargo Remittance Ctr MC		AP		9/30/2024	4,988.80
0	9/12/2024	Oregon PERS		AP		9/30/2024	6,645.15
0	9/20/2024	Internal Revenue Service-ACH		AP		9/30/2024	1,374.24
0	9/20/2024	OR Department of Revenue		AP		9/30/2024	390.34
0	9/20/2024		DD 00002.09.2024	PR		9/30/2024	3,521.90
0	10/4/2024	Internal Revenue Service-ACH		AP		10/31/2024	3,978.99
0	10/4/2024	OR Department of Revenue		AP		10/31/2024	1,170.44
0	10/4/2024		DD 00001.10.2024	PR		10/31/2024	9,077.27
0	10/6/2024	Portland General Electric		AP		10/31/2024	62,165.91
0	10/9/2024	Wells Fargo Remittance Ctr MC		AP		10/31/2024	4,100.04
0	10/11/2024	Oregon PERS		AP		10/31/2024	1,296.57
0	10/18/2024	Internal Revenue Service-ACH		AP		10/31/2024	4,121.58
0	10/18/2024	OR Department of Revenue		AP		10/31/2024	1,212.96
0	10/18/2024		DD 00002.10.2024	PR		10/31/2024	9,364.14
0	10/25/2024	Oregon PERS		AP		10/31/2024	2,480.09
0	11/1/2024	Internal Revenue Service-ACH		AP		11/30/2024	4,581.67
0	11/1/2024	OR Department of Revenue		AP		11/30/2024	1,363.42
0	11/1/2024		DD 00001.11.2024	PR		11/30/2024	10,336.56
0	11/5/2024	Portland General Electric		AP		11/30/2024	52,313.58
0	11/9/2024	Wells Fargo Remittance Ctr MC		AP		11/30/2024	2,567.60
0	11/13/2024	Oregon PERS		AP		11/30/2024	4,947.98
0	11/15/2024	Internal Revenue Service-ACH		AP		11/30/2024	4,172.82
0	11/15/2024	OR Department of Revenue		AP		11/30/2024	1,275.29
0	11/15/2024		DD 00002.11.2024	PR		11/30/2024	10,047.13
0	11/27/2024	Oregon PERS		AP		11/30/2024	2,518.23
0	11/29/2024	Internal Revenue Service-ACH		AP			3,718.93
0	11/29/2024	OR Department of Revenue		AP			1,191.74
0	11/29/2024		DD 00003.11.2024	PR		11/30/2024	9,475.08
0	12/6/2024	Portland General Electric		AP			48,729.27
0	12/9/2024	Wells Fargo Remittance Ctr MC		AP			4,506.07
0	12/13/2024	Internal Revenue Service-ACH		AP			5,493.19
0	12/13/2024	OR Department of Revenue		AP			1,650.56
0	12/13/2024		DD 00001.12.2024	PR			12,202.72
0	12/27/2024	Internal Revenue Service-ACH		AP			2,859.70
0	12/27/2024	OR Department of Revenue		AP			960.38
0	12/27/2024		DD 00002.12.2024	PR			7,369.08
ACH Disbursement Activity Subtotal					41		392,988.72
Voided ACH Activity					-		-
Adjusted ACH Disbursement Activity Subtotal					41		392,988.72

Paper Check Disbursement Activity							
Number	Issue Date	Vendor	Comment	Module	Void	Clear Date	Amount
30965	9/15/2023	Portland Engineering Inc.		AP	Void		50.00
31255	9/6/2024	Cintas Corporation No. 2		AP		9/30/2024	99.00
31256	9/6/2024	Field Instruments & Controls, Inc.		AP		9/30/2024	1,049.43
31257	9/6/2024	Green Wrench Heavy Equipment LLC		AP		9/30/2024	450.00
31258	9/6/2024	Hasa, Inc		AP		9/30/2024	3,659.76
31259	9/6/2024	Hasco Stations, LLC		AP		9/30/2024	209.31
31260	9/6/2024	MOSS ADAMS LLP		AP		9/30/2024	5,775.00
31261	9/6/2024	NW Natural		AP		9/30/2024	111.64
31262	9/6/2024	Portland Engineering Inc.		AP		9/30/2024	50.00
31263	9/12/2024	Cintas Corporation - 463		AP		9/30/2024	118.26
31264	9/12/2024	Clackamas River Water District		AP		9/30/2024	222,831.45
31265	9/12/2024	Oak Lodge Water Services Authority		AP		9/30/2024	4,030.00
31266	9/12/2024	Oregon City Garbage Co.		AP		9/30/2024	59.15
31267	9/12/2024	Special Districts Insurance Sv		AP		9/30/2024	9,005.36
31268	9/12/2024	U.S. Crane & Hoist Inc		AP		9/30/2024	342.50
31269	9/20/2024	Atlas Copco Compressors Inc		AP		9/30/2024	1,384.50
31270	9/20/2024	CDR Labor Law, LLC		AP		9/30/2024	73.00
31271	9/20/2024	Cintas Corporation - 463		AP		10/31/2024	103.23
31272	9/20/2024	Hasco Stations, LLC		AP		9/30/2024	117.60
31273	9/20/2024	OR Dept of Environmental Quality		AP		9/30/2024	859.00
31274	9/20/2024	Univar USA Inc		AP		10/31/2024	2,739.99
31275	9/20/2024	Verizon Wireless		AP		10/31/2024	322.56
31276	9/27/2024	AFLAC		AP		10/31/2024	442.50
31277	9/27/2024	Field Instruments & Controls, Inc.		AP		10/31/2024	540.36
31278	9/27/2024	FILMTEC CORPORATION		AP		10/31/2024	53,000.00
31279	9/27/2024	Larry Potter Landscape Services		AP		10/31/2024	2,010.00
31280	10/4/2024	Alumichem Canada Inc.		AP		10/31/2024	16,460.40
31281	10/4/2024	Hasa, Inc		AP		10/31/2024	3,475.68
31282	10/4/2024	Paramount Supply Company		AP		10/31/2024	1,633.00
31283	10/4/2024	Team Electric Company		AP		10/31/2024	1,393.00
31284	10/4/2024	UPS		AP		10/31/2024	189.02
31285	10/11/2024	Clackamas River Water District		AP		10/31/2024	171,302.90
31286	10/11/2024	Special Districts Insurance Sv		AP		10/31/2024	10,825.52

Bank Reconciliation

Checks by Date

User: jpietzold@sunrisewater.com

Printed: 09/12/2024 - 12:52PM

Cleared and Not Cleared Checks

Print Void Checks

31287	10/18/2024	Cintas Corporation - 463	AP	10/31/2024	118.26
31288	10/18/2024	Hasa, Inc	AP	10/31/2024	3,572.40
31289	10/18/2024	Hasco Stations, LLC	AP	10/31/2024	144.54
31290	10/18/2024	IDEXX Distribution Corp	AP	10/31/2024	1,474.38
31291	10/18/2024	NORTH COAST ELECTRIC COMPANY	AP	10/31/2024	625.00
31292	10/18/2024	OR Dept of Environmental Quality	AP	10/31/2024	3,204.00
31293	10/18/2024	Oregon City Garbage Co.	AP	10/31/2024	59.15
31294	10/18/2024	Portland Engineering Inc.	AP	10/31/2024	330.00
31295	10/18/2024	Team Electric Company	AP	10/31/2024	1,013.00
31296	11/1/2024	AFLAC	AP	11/30/2024	307.76
31297	11/1/2024	Alexin Analytical Laboratories	AP	11/30/2024	460.00
31298	11/1/2024	State of Oregon Government Ethics Commission	AP	11/30/2024	945.68
31299	11/1/2024	Hasco Stations, LLC	AP	11/30/2024	68.81
31300	11/1/2024	Larry Potter Landscape Services	AP	11/30/2024	1,600.00
31301	11/1/2024	Sunrise Water Authority	AP	11/30/2024	23,592.22
31302	11/1/2024	Trotter & Morton - Portland	AP	11/30/2024	4,415.75
31303	11/1/2024	UPS	AP	11/30/2024	15.12
31304	11/1/2024	Verizon Wireless	AP	11/30/2024	323.16
31305	11/8/2024	Atlas Copco Compressors Inc	AP	11/30/2024	1,448.04
31306	11/8/2024	Cintas Corporation - 463	AP	11/30/2024	142.05
31307	11/8/2024	Cintas Corporation No. 2	AP	11/30/2024	99.00
31308	11/8/2024	Clackamas River Water District	AP	11/30/2024	62,169.54
31309	11/8/2024	Field Instruments & Controls, Inc.	AP	11/30/2024	668.81
31310	11/8/2024	Harrington Industrial Plastics LLC	AP	11/30/2024	648.76
31311	11/8/2024	Hasa, Inc	AP	11/30/2024	3,630.12
31312	11/8/2024	Hasco Stations, LLC	AP	11/30/2024	89.25
31313	11/8/2024	Industrial Software Solutions	AP	11/30/2024	7,515.00
31314	11/8/2024	NW Natural	AP	11/30/2024	99.86
31315	11/8/2024	Oregon City Garbage Co.	AP	11/30/2024	59.15
31316	11/8/2024	Portland Engineering Inc.	AP	11/30/2024	50.00
31317	11/8/2024	Univar USA Inc	AP	11/30/2024	2,739.99
31318	11/22/2024	Cascade Columbia Distribution	AP	11/30/2024	3,225.00
31319	11/22/2024	CDR Labor Law, LLC	AP		401.50
31320	11/22/2024	MOSS ADAMS LLP	AP	11/30/2024	27,300.00
31321	11/22/2024	Special Districts Insurance Sv	AP		1,819.00
31322	11/27/2024	Cintas Corporation - 463	AP		123.95
31323	11/27/2024	Green Wrench Heavy Equipment LLC	AP		1,473.42
31324	11/27/2024	Larry Potter Landscape Services	AP		85.00
31325	11/27/2024	OR Department of Revenue	AP		203.00
31326	11/27/2024	U.S. Crane & Hoist Inc	AP		418.50
31327	11/27/2024	Verizon Wireless	AP		322.61
31328	12/6/2024	Cintas Corporation - 463	AP		266.00
31329	12/6/2024	Cintas Corporation No. 2	AP		99.00
31330	12/6/2024	Clackamas River Water District	AP		68,190.54
31331	12/6/2024	Hasa, Inc	AP		3,611.40
31332	12/6/2024	Hasco Stations, LLC	AP		68.50
31333	12/6/2024	Larry Potter Landscape Services	AP		393.00
31334	12/6/2024	Oregon City Garbage Co.	AP		59.15
31335	12/6/2024	Portland Engineering Inc.	AP		50.00
31336	12/6/2024	Special Dist Assoc Of Oregon	AP		3,554.00
31337	12/13/2024	Cascade Columbia Distribution	AP		1,491.00
31338	12/13/2024	Hasco Stations, LLC	AP		71.94
31339	12/13/2024	NW Natural	AP		197.59
31340	12/13/2024	Oak Lodge Water Services Authority	AP		26,998.34
31341	12/20/2024	AFLAC	AP		307.76
31342	12/20/2024	Verizon Wireless	AP		322.61
Paper Check Disbursement Activity Subtotal				89	777,394.73
Voided Paper Check Disbursement Activity				1	50.00
Adjusted Paper Check Disbursement Activity Subtotal				88	777,344.73

Summary of Check by Date Detail inclusive of LGIP ACH Payments

Wells Fargo	Total Void ACH & Check Count:	1.00
Wells Fargo	Total Void ACH & Check Amount:	50.00
Wells Fargo	Total Valid ACH & Check Count:	129.00
Wells Fargo	Total Valid ACH & Check Amount:	1,170,333.45
Wells Fargo	Total ACH & Check Count:	130.00
Wells Fargo	Total ACH & Check Amount:	1,170,383.45
LGIP	Total Valid ACH Payment Count	-
LGIP	Total Valid ACH Payment Amount	-
Consolidated	Total Valid ACH & Check Payment Amount	1,170,333.45

NORTH CLACKAMAS COUNTY WATER COMMISSION

March 27, 2025

Agenda Item 6.1

Subject: Authorize FY 2024-25 Adopted Budget Appropriation Transfer (Intrafund)

Presenter(s): Jamey Pietzold, Interim Finance Director

Board Action: Approve & Adopt Resolution 2025-2 to amend FY 2024-25 Adopted Budget

Attachments: Resolution 2025-2 Authorizing an Appropriation Budget Transfer to the FY 2024-25 Adopted Budget.

Background: NCCWC has experienced unforeseen staffing changes this fiscal year resulting in an increase in Material & Services contractual costs necessary for the continuity of plant operations.

Analysis: Management continually monitors fiscal year actual and forecasted expenditure as compared to the adopted budget plan. Fiscal year 2025 forecasting and analysis supports a variance in the budget appropriation for the General Fund Material & Services object class category. The identified variance is due to multiple factors however the main components are the addition of a contracted Plant Supervisor and contracted operational support services from NW Natural Water Services. In alignment with Oregon Budget Law defined in ORS 294.463 the proposed transfer is within all allowable thresholds to be made by ordinance or resolution of the governing body.

Options: NA

Staff

Recommendation: Adopt the resolution approving a General Fund budget appropriation transfer of \$150,000.00 from Contingency to Material & Services as allowed by ORS 294.463.

Draft Motion: Move to adopt approving a General Fund budget appropriation transfer of \$150,000.00 from Contingency to Material & Services.

North Clackamas County Water Commission

RESOLUTION 2025-2

A RESOLUTION OF THE NORTH CLACKAMAS COUNTY WATER COMMISSION ADOPTING THE FY 2024-25 BUDGET AND AUTHORIZING APPROPRIATIONS AS STATED

WHEREAS, pursuant to the requirements of ORS Chapter 294, the Board of Directors for the North Clackamas County Water Commission (NCCWC) has adopted a budget and made appropriations for the 2024-25 fiscal year; and

WHEREAS, budgeted contingency in NCCWC's General Fund exists in amount sufficient to cover the additional costs; and

WHEREAS, ORS 294.463 allows the Board of Directors to authorize a transfer of appropriations by resolution, so long as the appropriation transfers in aggregate are within the allowable threshold(s) of the fund containing the original adopted budget.

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

1. The Board of Directors authorizes the following budget transfers and revisions to the 2024-25 fiscal year as follows:

GENERAL FUND

	Existing	Changes	Adjusted
Appropriations:			
Personnel Services	\$734,000	\$ -0-	\$734,000
Materials & Services	3,020,900	150,000	3,170,900
Transfer to Other Funds	1,200,000	-0-	250,000
Capital Outlay	-0-	-0-	-0-
Special Payment (PERS)	150,000	-0-	150,000
Operating Contingency	<u>470,000</u>	<u>(150,000)</u>	<u>320,000</u>
Appropriation Total (General Fund)	\$5,574,900	\$ -0-	\$ 5,574,900

This resolution and its statements are hereby approved and declared DULY ADOPTED this 27th day of March 2025.

By _____
Chris Hawes, Chair

By _____
Wade Hathhorn, General Manager

Attest this 27th day of March 2025

NORTH CLACKAMAS COUNTY WATER COMMISSION

MARCH 27, 2025

Agenda Item 7.1

Subject: Financial Reports (Period December 2024, January 2025, February 2025)

Presenter(s): Jamey Pietzold, Interim Finance Director

Board Action: Review

Attachments:

FY 2024-25

- Monthly Water Production and Cost Summary December 2024
- Monthly Water Production and Cost Summary January 2025
- Monthly Water Production and Cost Summary February 2025
- FYTD Water Production and Cost Summary
- FYTD Water Sales FY2024-25 and Comparison to FY2023-24
- Budget to Actuals Report FY2024-25 Period 06 December 2024
- Budget to Actuals Report FY2024-25 Period 07 January 2025
- Budget to Actuals Report FY2024-25 Period 08 February 2025

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

Analysis: FY 2024-25 Revenue & Expenditure as of February 2025:

Water Sales	Budget	Budget to Date	Actuals	Variance
OLWS	\$ 1,154,000	\$ 769,333	\$ 721,640	\$ (47,693)
Gladstone	590,000	393,333	373,113	(20,220)
SWA	1,411,000	940,667	982,836	42,169
CRW	15,000	10,000	12,134	2,134
	<u>\$ 3,170,000</u>	<u>\$ 2,113,333</u>	<u>\$ 2,089,722</u>	<u>\$ (23,611)</u>
		65.9%		

Wholesale Water Sales

From CRW	1,400,000	933,333	832,143	\$ (101,190)
		59.4%		

Expenditures	Budget	Budget to Date	Actuals	Variance
Personnel Services	\$ 714,000	\$ 476,000	\$ 314,844	\$ (161,156)
Materials & Services	3,020,900	2,013,933	1,911,606	(102,327)
Capital Outlay	995,000	663,333	92,869	(570,464)
	<u>\$ 4,729,900</u>	<u>\$ 3,153,266</u>	<u>\$ 2,319,318</u>	<u>\$ (833,948)</u>
		49.0%		

Options: NA

NORTH CLACKAMAS COUNTY WATER COMMISSION

MARCH 27, 2025

Staff

Recommendation: Review financial statements as presented.

Draft Motion: None required. Chair should acknowledge receipt of the financial reports for the following periods:

- FY 2024-25
 - December 2024
 - January 2025
 - February 2025

NCCWC

Monthly Water Production and Cost Summary -

December 2024

	<u>Combined</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Average Daily Production (MG)	7.34	5.95	0.02	1.37

	<u>TOTAL</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Water Production/Purchases (MG)	227.52	184.44	0.54	42.54
Water Production/Purchases (ccf) (divide MG by 0.000748)	304,165	246,578	721	56,866

NCCWC Expenditures (\$):

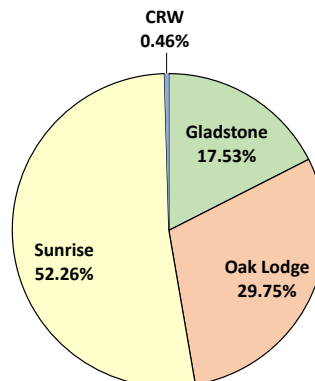
		<u>SSF/Membrane</u>	<u>SFWB</u>	<u>CRW</u>
Operations:				
Personnel Services	\$ 34,685	\$ 34,685	\$ -	\$ -
Electricity	\$ 44,909	\$ 44,909	\$ -	\$ -
Water Treatment	\$ 10,765	\$ 10,765	\$ -	\$ -
Other - Material & Services	\$ 27,820	\$ 27,820	\$ -	\$ -
Capital Outlay	\$ - (In Transfers)	\$ -	\$ -	\$ -
Special Payments-PERS	\$ - (Excluded - From Beg. Balance)	\$ -	\$ -	\$ -
Transfer	\$ 100,000 (Excludes Debt Service Transfer)	\$ 100,000	\$ -	\$ -
Administration:				
Contracted Services	\$ 25,012	\$ 25,012	\$ -	\$ -
Professional Services	\$ 100,903	\$ 100,903	\$ -	\$ -
Wholesale Purchases	\$ 63,621	\$ -	\$ -	\$ 63,621
Total Requirements w/out Debt	\$ 407,715	\$ 344,094	\$ -	\$ 63,621
Cost w/out Debt: \$(ccf):	\$ 1,3404	\$ 1.3955	\$ -	\$ 1.1188

VOLUME PURCHASED:

		<u>Gladstone</u>	<u>Oak Lodge</u>	<u>Sunrise</u>	<u>CRW</u>
Water Sales (MG)	227.18	39.82	67.58	118.73	1.05
Water Sales (ccf)	303,707	53,235	90,344	158,729	1,399
% Water Sales per Entity (ccf)	100%	17.53%	29.75%	52.26%	0.46%

GLAD Rate	\$ 0.85500	\$45,516			
OLWD Rate	\$ 0.85500		\$77,244		
SWA Rate	\$ 0.85500			\$201,542	
CRW Water Rate 1	\$ 1.11860			\$169,103	\$1,565
SFWB Rate	\$ 1.17930				
Monthly Weighted Avg Cost	\$ 1.07297				
Monthly Gain/(Loss) w/out Debt	\$ (0.26747)				

Monthly Sales By Customer



NCCWC Monthly Water Production and Cost Summary -

January 2024

	<u>Combined</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Average Daily Production (MG)	7.27	5.65	-	1.62

	<u>TOTAL</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Water Production/Purchases (MG)	225.33	175.23	-	50.10
Water Production/Purchases (ccf) (divide MG by 0.000748)	301,237	234,265	-	66,972

NCCWC Expenditures (\$):

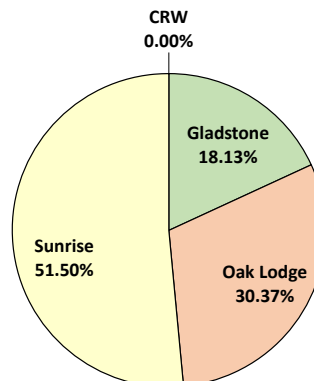
		<u>SSF/Membrane</u>	<u>SFWB</u>	<u>CRW</u>
Operations:				
Personnel Services	\$ 25,765	\$ 25,765	\$ -	\$ -
Electricity	\$ 47,186	\$ 47,186	\$ -	\$ -
Water Treatment	\$ 38,548	\$ 38,548	\$ -	\$ -
Other - Material & Services	\$ 29,396	\$ 29,396	\$ -	\$ -
Capital Outlay	\$ - (In Transfers)	\$ -	\$ -	\$ -
Special Payments-PERS	\$ - (Excluded - From Beg. Balance)	\$ -	\$ -	\$ -
Transfer	\$ 100,000 (Excludes Debt Service Transfer)	\$ 100,000	\$ -	\$ -
Administration:				
Contracted Services	\$ 59,540	\$ 59,540	\$ -	\$ -
Professional Services	\$ 42,722	\$ 42,722	\$ -	\$ -
Wholesale Purchases	\$ 74,925	\$ -	\$ -	\$ 74,925
Total Requirements w/out Debt	\$ 418,082	\$ 343,157	\$ -	\$ 74,925
Cost w/out Debt: \$(ccf):	\$ 1.3879	\$ 1.4648	\$ -	\$ 1.1187

VOLUME PURCHASED:

		<u>Gladstone</u>	<u>Oak Lodge</u>	<u>Sunrise</u>	<u>CRW</u>
Water Sales (MG)	222.40	40.32	67.54	114.54	-
Water Sales (ccf)	297,329	53,909	90,298	153,122	-
% Water Sales per Entity (ccf)	100%	18.13%	30.37%	51.50%	0.00%

GLAD Rate	\$ 0.85500	\$46,092			
OLWD Rate	\$ 0.85500		\$77,205		
SWA Rate	\$ 0.85500			\$201,542	
CRW Water Rate 1	\$ 1.11860			\$169,103	\$0
SFWB Rate	\$ 1.17930				
Monthly Weighted Avg Cost	\$ 1.09252				
Monthly Gain/(Loss) w/out Debt	\$ (0.29536)				

Monthly Sales By Customer



NCCWC

Monthly Water Production and Cost Summary -

February 2024

	<u>Combined</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Average Daily Production (MG)	8.21	6.14	-	2.07

	<u>TOTAL</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Water Production/Purchases (MG)	229.93	172.05	-	57.88
Water Production/Purchases (ccf) (divide MG by 0.000748)	307,395	230,013	-	77,382

NCCWC Expenditures (\$):

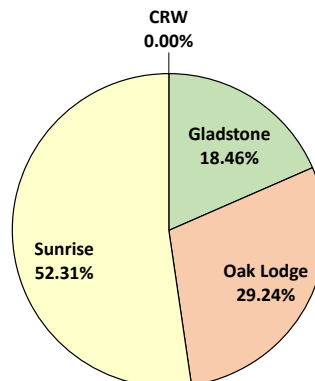
		<u>SSF/Membrane</u>	<u>SFWB</u>	<u>CRW</u>
Operations:				
Personnel Services	\$ 25,244	\$ 25,244	\$ -	\$ -
Electricity	\$ -	\$ -	\$ -	\$ -
Water Treatment	\$ 24,000	\$ 24,000	\$ -	\$ -
Other - Material & Services	\$ 24,285	\$ 24,285	\$ -	\$ -
Capital Outlay	\$ - (In Transfers)	\$ -	\$ -	\$ -
Special Payments-PERS	\$ - (Excluded - From Beg. Balance)	\$ -	\$ -	\$ -
Transfer	\$ 100,000 (Excludes Debt Service Transfer)	\$ 100,000	\$ -	\$ -
Administration:				
Contracted Services	\$ 8,545	\$ 8,545	\$ -	\$ -
Professional Services	\$ -	\$ -	\$ -	\$ -
Wholesale Purchases	\$ -	\$ -	\$ -	\$ -
Total Requirements w/out Debt	\$ 182,075	\$ 182,075	\$ -	\$ -
Cost w/out Debt: \$(ccf):	\$ 0.5923	\$ 0.7916	\$ -	\$ -

VOLUME PURCHASED:

		<u>Gladstone</u>	<u>Oak Lodge</u>	<u>Sunrise</u>	<u>CRW</u>
Water Sales (MG)	226.96	41.89	66.36	118.71	-
Water Sales (ccf)	303,423	56,004	88,712	158,707	-
% Water Sales per Entity (ccf)	100%	18.46%	29.24%	52.31%	0.00%

GLAD Rate	\$ 0.85500	\$47,883			
OLWD Rate	\$ 0.85500		\$75,849		
SWA Rate	\$ 0.85500			\$201,542	
CRW Water Rate 1	\$ 1.11860			\$169,103	\$0
SFWB Rate	\$ 1.17930				
Monthly Weighted Avg Cost	\$ 1.07202				
Monthly Gain/(Loss) w/out Debt	\$ 0.47970				

Monthly Sales By Customer



NCCWC

Water Production and Cost Summary - Year to Date

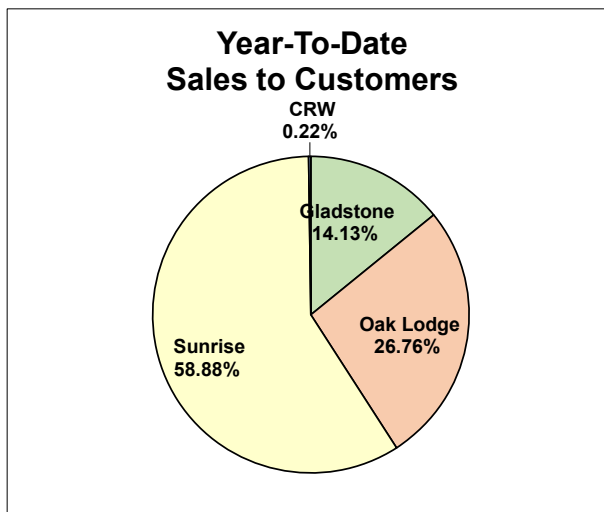
July 2024 - February 2024

	<u>Combined</u>	<u>Production SSF/Membrane</u>	<u>Production SFWB</u>	<u>Wholesale CRW</u>
Average Daily Production (MG)	10.75	8.22	0.00	21.94

	<u>TOTAL</u>	<u>NCCWC Plant</u>	<u>SFWB</u>	<u>Wholesale CRW</u>
Water Production/Purchases (MG)	2,611.96	1,997.68	0.00	614.28
Water Production/Purchases (ccf) (divide MG by 0.000748)	3,491,928	2,670,696	1	821,231

<u>NCCWC Expenditures (\$):</u>		<u>NCCWC Plant</u>	<u>SFWB</u>	<u>CRW</u>
Operations				
Personnel Services	\$ 314,844	\$ 314,844	\$ -	\$ -
Electricity	\$ 398,180	\$ 398,180	\$ -	\$ -
Water Treatment	\$ 154,354	\$ 154,354	\$ -	\$ -
Other -Material & Services	\$ 345,300	\$ 345,300	\$ -	\$ -
Capital Outlay	\$ - (In Transfers)	\$ -	\$ -	\$ -
Special Payments-PERS	\$ - (Excluded - From Beg. Balance)	\$ -	\$ -	\$ -
Transfer	\$ 500,000 (Excludes Debt Service Transfer)	\$ 500,000	\$ -	\$ -
Administration				
Contracted Services	\$ 151,535	\$ 151,535	\$ -	\$ -
Professional Services	\$ 180,094	\$ 180,094	\$ -	\$ -
Wholesale Purchases	\$ 832,143	\$ -	\$ -	\$ 832,143
Total Requirements w/out Debt	\$ 2,876,450	\$ 2,044,306	\$ -	\$ 832,143
Cost: w/o Debt \$(/ccf):	\$ 0.8237	\$ 0.7655	\$ -	\$ 1.0133

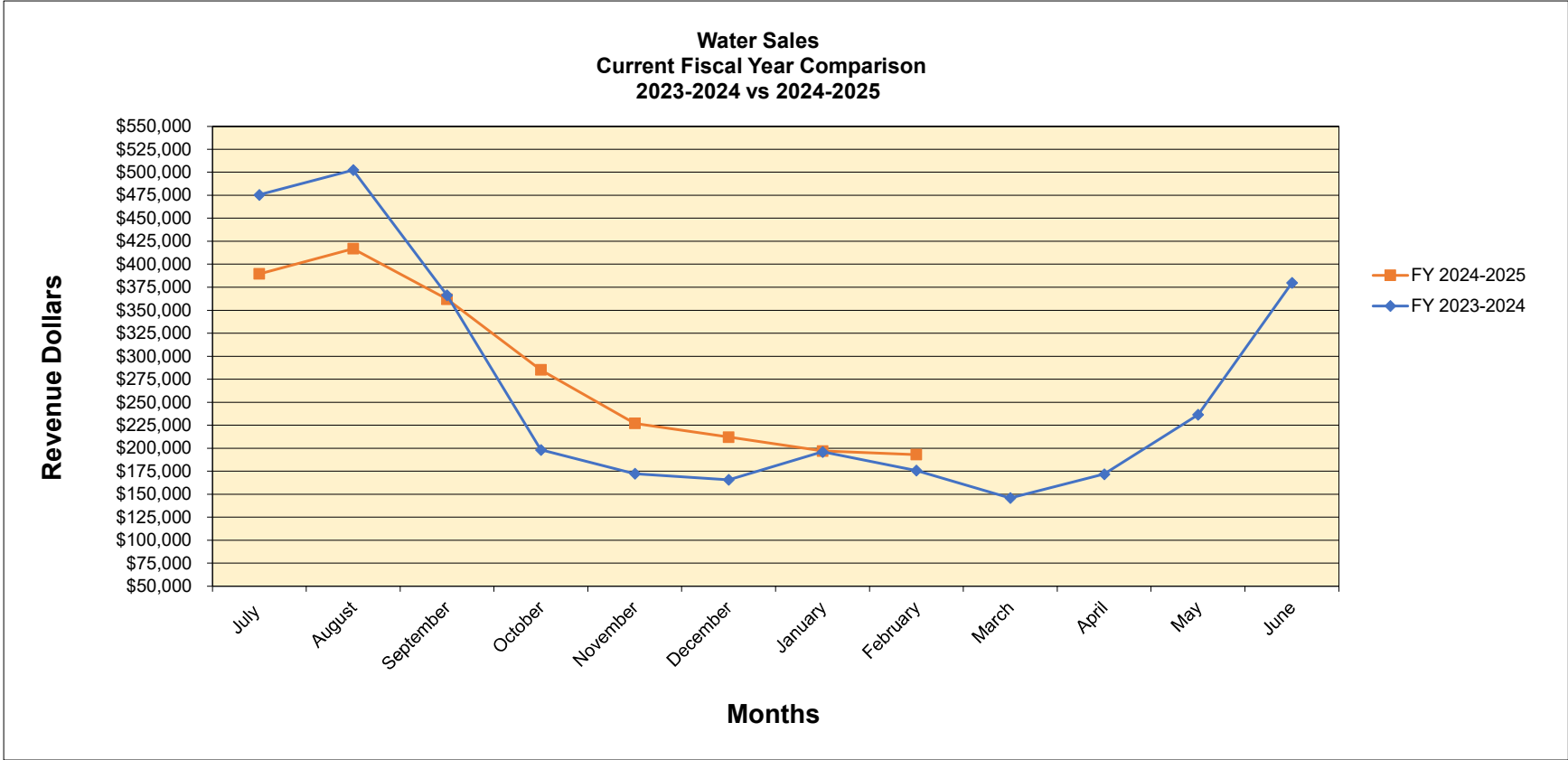
<u>VOLUME PURCHASED:</u>		<u>Gladstone</u>	<u>Oak Lodge</u>	<u>Sunrise</u>	<u>CRW</u>
Water Sales (MG)	2,606.75	368.31	697.69	1,534.95	5.80
Total Water Sales (ccf)	3,484,948	492,393	932,735	2,052,072	7,748
% Water Sales per Entity (ccf)	100%	14.13%	26.76%	58.88%	0.22%
Gladstone Rate	\$ 0.85500	\$ 420,996			
OLWD Rate	\$ 0.85500		\$ 797,488		
SWA Rate	\$ 0.85500			\$ 201,542	
CRW Water Rate 1	\$ 1.11860			\$ 169,103	\$ 8,667
YTD Weighted Avg Cost	\$ 0.40996				
YTD Gain/(Loss) w/out Debt	\$ (0.41378)				



NORTH CLACKAMAS COUNTY WATER COMMISSION

Water Sales Fiscal Year Comparison 2023-2024 vs 2024-2025

	July	August	September	October	November	December	January	February	March	April	May	June	Total
GRAPH:													
FY 2023-2024	\$ 475,460	\$ 502,484	\$ 366,228	\$ 198,249	\$ 172,387	\$ 165,769	\$ 195,987	\$ 175,715	\$ 145,874	\$ 171,882	\$ 236,481	\$ 379,932	\$ 3,186,450
FY 2024-2025	\$ 389,549	\$ 416,948	\$ 362,093	\$ 285,114	\$ 227,020	\$ 212,044	\$ 196,955	\$ 193,265					\$ 2,282,987
FY % Comparison	-18.07%	-17.02%	-1.13%	43.82%	31.69%	27.92%	0.49%	9.99%	TBD	TBD	TBD	TBD	TBD
													FY % Comparison FYTD 1.79%



General Ledger Budget to Actual Report

User: jpietzold@sunrisewater.com
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 Period 06 - 06
 Fiscal Year 2025



Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10	General Fund				
	<i>Beginning Fund Balance</i>				
10-3000-00	Fund Balance	1,118,054.00	0.00	1,614,409.43	144.39
	<i>Beginning Fund Balance</i>	<i>1,118,054.00</i>	<i>0.00</i>	<i>1,614,409.43</i>	<i>144.39</i>
	<i>Revenue</i>				
10-4010-00	Interest Income	5,000.00	3,147.66	15,731.99	314.64
10-4020-01	Water Sales-OLWSD	1,152,000.00	77,244.12	644,434.89	55.94
10-4020-02	Water Sales-City of Gladstone	589,000.00	45,515.93	327,020.42	55.52
10-4020-03	Water Sales-SWA	1,408,000.00	87,092.87	909,177.94	64.57
10-4020-09	Water Sales-Clackamas RiverWtr	15,000.00	2,190.89	12,133.68	80.89
10-4025-00	Wholesale Water Sales	1,400,000.00	63,620.94	757,218.69	54.09
10-4060-00	Miscellaneous Income	0.00	0.00	11,847.30	0.00
	<i>Revenue</i>	<i>4,569,000.00</i>	<i>278,812.41</i>	<i>2,677,564.91</i>	<i>58.60</i>
	<i>Personnel Services</i>				
10-5000-00	Plant Operators	380,000.00	15,864.91	135,788.38	35.73
10-5005-00	OvertimeOn-Call	52,000.00	6,082.95	36,783.33	70.74
10-5050-00	MedicalDentalVision Ins.	127,000.00	6,469.24	37,887.48	29.83
10-5060-00	Retirement	105,000.00	3,190.44	33,045.72	31.47
10-5070-00	Payroll Taxes	39,000.00	2,489.21	16,801.45	43.08
10-5080-00	Workers Compensation	11,000.00	588.00	3,528.00	32.07
	<i>Personnel Services</i>	<i>714,000.00</i>	<i>34,684.75</i>	<i>263,834.36</i>	<i>36.95</i>
	<i>Materials & Services</i>				
10-5204-00	Wholesale Water Purchases	1,400,000.00	63,620.94	757,218.69	54.09
10-5206-10	Contracted Services-Management	45,000.00	6,929.70	23,987.38	53.31
10-5206-11	Contracted Svcs-Operations Mgt	0.00	2,034.92	2,034.92	0.00
10-5206-12	Contracted Svcs-Plant Engineer	32,000.00	5,097.72	17,645.96	55.14
10-5206-13	Contracted Services-Financial	51,000.00	10,950.00	30,950.00	60.69
10-5206-16	HVAC	18,000.00	0.00	8,831.50	49.06
10-5208-00	General Office Expenses	9,000.00	167.82	759.96	8.44
10-5210-00	PermitsLicensing Fees	17,500.00	900.00	10,626.68	60.72
10-5212-00	General Insurance	99,000.00	7,784.00	48,292.50	48.78
10-5215-00	ComputersTechnology	15,000.00	317.26	25,342.98	168.95

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10-5230-04	Audit Services	45,000.00	14,700.00	48,970.00	108.82
10-5230-06	Legal Services	25,000.00	2,117.00	3,796.00	15.18
10-5230-08	Engineering - General	25,000.00	0.00	520.00	2.08
10-5230-21	Watershed Services	169,000.00	84,086.00	84,086.00	49.76
10-5236-10	Water Analysis and Testing	15,000.00	0.00	5,055.71	33.70
10-5236-11	Chemicals	130,000.00	10,676.43	78,716.93	60.55
10-5236-12	Instrumentation & Lab Supplies	25,000.00	88.98	8,033.47	32.13
10-5238-00	Telemetry (SCADA)	17,500.00	80.00	1,105.00	6.31
10-5240-00	Electricity	650,000.00	44,908.64	350,993.73	54.00
10-5244-00	Education Training and Dues	29,700.00	352.00	4,117.99	13.87
10-5245-00	Telephone	10,000.00	506.19	4,031.64	40.32
10-5246-00	Travel Expenses	500.00	0.00	-314.88	-62.98
10-5247-00	Books & Publications	1,000.00	0.00	0.00	0.00
10-5248-00	Public Notices	1,000.00	0.00	0.00	0.00
10-5250-10	Natural Gas	2,000.00	335.92	985.80	49.29
10-5250-20	Garbage	1,000.00	664.15	1,075.40	107.54
10-5252-00	Miscellaneous Expense	5,000.00	0.00	586.91	11.74
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	1,246.05	24.92
10-5300-20	Fuels Oils	9,000.00	136.30	983.94	10.93
10-5300-30	Equipment Rental	3,500.00	0.00	0.00	0.00
10-5300-40	Equipment Maintenance	15,000.00	2,082.52	3,700.34	24.67
10-5305-10	Building Maintenance	27,000.00	13.58	90.43	0.33
10-5305-11	Grounds Maintenance	20,000.00	9.16	4,445.34	22.23
10-5305-13	Janitorial Supplies	2,000.00	29.97	461.45	23.07
10-5305-14	Security Monitoring Maint	5,000.00	0.00	0.00	0.00
10-5305-15	Plant Maintenance	40,000.00	9,435.27	25,791.60	64.48
10-5305-16	Intake Structure Maintenance	10,000.00	0.00	0.00	0.00
10-5305-17	Membrane Maintenance	20,000.00	3,979.62	3,979.62	19.90
10-5305-20	Safety Supplies	15,000.00	997.94	3,781.50	25.21
10-5310-00	Small Tools & Equipment	10,000.00	27.99	528.51	5.29
	<i>Materials & Services</i>	<i>3,020,900.00</i>	<i>273,030.02</i>	<i>1,562,459.05</i>	<i>51.72</i>
	<i>Transfers & Contingencies</i>				
10-7300-13	Transfer to Plant Reserve	1,200,000.00	100,000.00	300,000.00	25.00
10-9000-00	Operating Contingency	470,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>1,670,000.00</i>	<i>100,000.00</i>	<i>300,000.00</i>	<i>17.96</i>
10	General Fund	282,154.00	-128,902.36	2,165,680.93	767.55
13	Plant Reserve				
	<i>Beginning Fund Balance</i>				
13-3000-00	Fund Balance	4,556,222.00	0.00	5,537,970.70	121.55
	<i>Beginning Fund Balance</i>	<i>4,556,222.00</i>	<i>0.00</i>	<i>5,537,970.70</i>	<i>121.55</i>
	<i>Revenue</i>				
13-4010-00	Interest Income	50,000.00	23,186.66	139,199.71	278.40
13-4100-10	Transfer In - General Fund	1,200,000.00	100,000.00	300,000.00	25.00
	<i>Revenue</i>	<i>1,250,000.00</i>	<i>123,186.66</i>	<i>439,199.71</i>	<i>35.14</i>

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
	<i>Capital Outlay</i>				
13-7000-10	Computers, Scada, Tech	200,000.00	0.00	0.00	0.00
13-7000-20	Equipment	325,000.00	0.00	13,585.42	4.18
13-7000-40	Membranes	100,000.00	0.00	53,000.00	53.00
13-7000-50	Buildings	170,000.00	0.00	0.00	0.00
13-7000-60	Other	200,000.00	0.00	0.00	0.00
	<i>Capital Outlay</i>	<i>995,000.00</i>	<i>0.00</i>	<i>66,585.42</i>	<i>6.69</i>
	<i>Transfers & Contingencies</i>				
13-9000-00	Operating Contingency	300,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>300,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
13	Plant Reserve	4,511,222.00	123,186.66	5,910,584.99	131.02
Revenue Total		5,819,000.00	401,999.07	3,116,764.62	53.5619
Expense Total		6,699,900.00	407,714.77	2,192,878.83	32.73
Grand Total		4,793,376.00	-5,715.70	8,076,265.92	1.6849

General Ledger Budget to Actual Report

User: jpietzold@sunrisewater.com
 Printed: 3/17/2025 5:35:04 PM
 Period 07 - 07
 Fiscal Year 2025



Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10	General Fund				
	<i>Beginning Fund Balance</i>				
10-3000-00	Fund Balance	1,118,054.00	0.00	1,614,409.43	144.39
	<i>Beginning Fund Balance</i>	<i>1,118,054.00</i>	<i>0.00</i>	<i>1,614,409.43</i>	<i>144.39</i>
	<i>Revenue</i>				
10-4010-00	Interest Income	5,000.00	3,093.35	18,825.34	376.51
10-4020-01	Water Sales-OLWSD	1,152,000.00	0.00	644,434.89	55.94
10-4020-02	Water Sales-City of Gladstone	589,000.00	0.00	327,020.42	55.52
10-4020-03	Water Sales-SWA	1,408,000.00	0.00	909,177.94	64.57
10-4020-09	Water Sales-Clackamas RiverWtr	15,000.00	0.00	12,133.68	80.89
10-4025-00	Wholesale Water Sales	1,400,000.00	0.00	757,218.69	54.09
10-4060-00	Miscellaneous Income	0.00	3,832.45	15,679.75	0.00
	<i>Revenue</i>	<i>4,569,000.00</i>	<i>6,925.80</i>	<i>2,684,490.71</i>	<i>58.75</i>
	<i>Personnel Services</i>				
10-5000-00	Plant Operators	380,000.00	10,136.80	145,925.18	38.40
10-5005-00	OvertimeOn-Call	52,000.00	6,791.26	43,574.59	83.80
10-5050-00	MedicalDentalVision Ins.	127,000.00	4,537.54	42,425.02	33.41
10-5060-00	Retirement	105,000.00	1,649.73	34,695.45	33.04
10-5070-00	Payroll Taxes	39,000.00	2,061.96	18,863.41	48.37
10-5080-00	Workers Compensation	11,000.00	588.00	4,116.00	37.42
	<i>Personnel Services</i>	<i>714,000.00</i>	<i>25,765.29</i>	<i>289,599.65</i>	<i>40.56</i>
	<i>Materials & Services</i>				
10-5204-00	Wholesale Water Purchases	1,400,000.00	74,924.63	832,143.32	59.44
10-5206-10	Contracted Services-Management	45,000.00	5,863.57	29,850.95	66.34
10-5206-11	Contracted Svcs-Operations Mgt	0.00	44,947.25	46,982.17	0.00
10-5206-12	Contracted Svcs-Plant Engineer	32,000.00	4,313.45	21,959.41	68.62
10-5206-13	Contracted Services-Financial	51,000.00	0.00	30,950.00	60.69
10-5206-16	HVAC	18,000.00	4,415.75	13,247.25	73.60
10-5208-00	General Office Expenses	9,000.00	2,036.05	2,796.01	31.07
10-5210-00	PermitsLicensing Fees	17,500.00	900.00	11,526.68	65.87
10-5212-00	General Insurance	99,000.00	8,672.33	56,964.83	57.54
10-5215-00	ComputersTechnology	15,000.00	131.52	25,474.50	169.83

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10-5230-04	Audit Services	45,000.00	350.00	49,320.00	109.60
10-5230-06	Legal Services	25,000.00	328.50	4,124.50	16.50
10-5230-08	Engineering - General	25,000.00	0.00	520.00	2.08
10-5230-21	Watershed Services	169,000.00	42,043.00	126,129.00	74.63
10-5236-10	Water Analysis and Testing	15,000.00	0.00	5,055.71	33.70
10-5236-11	Chemicals	130,000.00	32,381.98	111,098.91	85.46
10-5236-12	Instrumentation & Lab Supplies	25,000.00	6,165.54	14,199.01	56.80
10-5238-00	Telemetry (SCADA)	17,500.00	50.00	1,155.00	6.60
10-5240-00	Electricity	650,000.00	47,186.12	398,179.85	61.26
10-5244-00	Education Training and Dues	29,700.00	0.00	4,117.99	13.87
10-5245-00	Telephone	10,000.00	697.37	4,729.01	47.29
10-5246-00	Travel Expenses	500.00	0.00	-314.88	-62.98
10-5247-00	Books & Publications	1,000.00	0.00	0.00	0.00
10-5248-00	Public Notices	1,000.00	0.00	0.00	0.00
10-5250-10	Natural Gas	2,000.00	593.96	1,579.76	78.99
10-5250-20	Garbage	1,000.00	59.15	1,134.55	113.46
10-5252-00	Miscellaneous Expense	5,000.00	350.00	936.91	18.74
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	1,246.05	24.92
10-5300-20	Fuels Oils	9,000.00	84.10	1,068.04	11.87
10-5300-30	Equipment Rental	3,500.00	0.00	0.00	0.00
10-5300-40	Equipment Maintenance	15,000.00	4,248.48	7,948.82	52.99
10-5305-10	Building Maintenance	27,000.00	1,051.00	1,141.43	4.23
10-5305-11	Grounds Maintenance	20,000.00	2,332.50	6,777.84	33.89
10-5305-13	Janitorial Supplies	2,000.00	95.91	557.36	27.87
10-5305-14	Security Monitoring Maint	5,000.00	0.00	0.00	0.00
10-5305-15	Plant Maintenance	40,000.00	3,358.41	29,150.01	72.88
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	3,979.62	19.90
10-5305-20	Safety Supplies	15,000.00	4,735.65	8,517.15	56.78
10-5310-00	Small Tools & Equipment	10,000.00	0.00	528.51	5.29
	<i>Materials & Services</i>	<i>3,020,900.00</i>	<i>292,316.22</i>	<i>1,854,775.27</i>	<i>61.40</i>
	<i>Transfers & Contingencies</i>				
10-7300-13	Transfer to Plant Reserve	1,200,000.00	100,000.00	400,000.00	33.33
10-9000-00	Operating Contingency	470,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>1,670,000.00</i>	<i>100,000.00</i>	<i>400,000.00</i>	<i>23.95</i>
10	General Fund	282,154.00	-411,155.71	1,754,525.22	621.83
13	Plant Reserve				
	<i>Beginning Fund Balance</i>				
13-3000-00	Fund Balance	4,556,222.00	0.00	5,537,970.70	121.55
	<i>Beginning Fund Balance</i>	<i>4,556,222.00</i>	<i>0.00</i>	<i>5,537,970.70</i>	<i>121.55</i>
	<i>Revenue</i>				
13-4010-00	Interest Income	50,000.00	22,786.59	161,986.30	323.97
13-4100-10	Transfer In - General Fund	1,200,000.00	100,000.00	400,000.00	33.33
	<i>Revenue</i>	<i>1,250,000.00</i>	<i>122,786.59</i>	<i>561,986.30</i>	<i>44.96</i>

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
	<i>Capital Outlay</i>				
13-7000-10	Computers, Scada, Tech	200,000.00	11,715.00	11,715.00	5.86
13-7000-20	Equipment	325,000.00	3,090.94	16,676.36	5.13
13-7000-40	Membranes	100,000.00	0.00	53,000.00	53.00
13-7000-50	Buildings	170,000.00	0.00	0.00	0.00
13-7000-60	Other	200,000.00	0.00	0.00	0.00
	<i>Capital Outlay</i>	<i>995,000.00</i>	<i>14,805.94</i>	<i>81,391.36</i>	<i>8.18</i>
	<i>Transfers & Contingencies</i>				
13-9000-00	Operating Contingency	300,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>300,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
13	Plant Reserve	4,511,222.00	107,980.65	6,018,565.64	133.41
Revenue Total		5,819,000.00	129,712.39	3,246,477.01	55.791
Expense Total		6,699,900.00	432,887.45	2,625,766.28	39.1911
Grand Total		4,793,376.00	-303,175.06	7,773,090.86	1.6216

General Ledger Budget to Actual Report

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 Period 08 - 08
 Fiscal Year 2025



Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10	General Fund				
	<i>Beginning Fund Balance</i>				
10-3000-00	Fund Balance	1,118,054.00	0.00	1,614,409.43	144.39
	<i>Beginning Fund Balance</i>	<i>1,118,054.00</i>	<i>0.00</i>	<i>1,614,409.43</i>	<i>144.39</i>
	<i>Revenue</i>				
10-4010-00	Interest Income	5,000.00	2,784.74	21,610.08	432.20
10-4020-01	Water Sales-OLWSD	1,152,000.00	77,204.79	721,639.68	62.64
10-4020-02	Water Sales-City of Gladstone	589,000.00	46,092.20	373,112.62	63.35
10-4020-03	Water Sales-SWA	1,408,000.00	73,658.25	982,836.19	69.80
10-4020-09	Water Sales-Clackamas RiverWtr	15,000.00	0.00	12,133.68	80.89
10-4025-00	Wholesale Water Sales	1,400,000.00	74,924.63	832,143.32	59.44
10-4060-00	Miscellaneous Income	0.00	3,832.45	19,512.20	0.00
	<i>Revenue</i>	<i>4,569,000.00</i>	<i>278,497.06</i>	<i>2,962,987.77</i>	<i>64.85</i>
	<i>Personnel Services</i>				
10-5000-00	Plant Operators	380,000.00	12,271.76	158,196.94	41.63
10-5005-00	OvertimeOn-Call	52,000.00	4,199.07	47,773.66	91.87
10-5050-00	MedicalDentalVision Ins.	127,000.00	4,537.54	46,962.56	36.98
10-5060-00	Retirement	105,000.00	1,623.98	36,319.43	34.59
10-5070-00	Payroll Taxes	39,000.00	2,023.90	20,887.31	53.56
10-5080-00	Workers Compensation	11,000.00	588.00	4,704.00	42.76
	<i>Personnel Services</i>	<i>714,000.00</i>	<i>25,244.25</i>	<i>314,843.90</i>	<i>44.10</i>
	<i>Materials & Services</i>				
10-5204-00	Wholesale Water Purchases	1,400,000.00	0.00	832,143.32	59.44
10-5206-10	Contracted Services-Management	45,000.00	0.00	29,850.95	66.34
10-5206-11	Contracted Svcs-Operations Mgt	0.00	544.79	47,526.96	0.00
10-5206-12	Contracted Svcs-Plant Engineer	32,000.00	0.00	21,959.41	68.62
10-5206-13	Contracted Services-Financial	51,000.00	8,000.00	38,950.00	76.37
10-5206-16	HVAC	18,000.00	0.00	13,247.25	73.60
10-5208-00	General Office Expenses	9,000.00	0.00	2,796.01	31.07
10-5210-00	PermitsLicensing Fees	17,500.00	900.00	12,426.68	71.01
10-5212-00	General Insurance	99,000.00	8,646.33	65,611.16	66.27
10-5215-00	ComputersTechnology	15,000.00	0.00	25,474.50	169.83

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
10-5230-04	Audit Services	45,000.00	0.00	49,320.00	109.60
10-5230-06	Legal Services	25,000.00	0.00	4,124.50	16.50
10-5230-08	Engineering - General	25,000.00	0.00	520.00	2.08
10-5230-21	Watershed Services	169,000.00	0.00	126,129.00	74.63
10-5236-10	Water Analysis and Testing	15,000.00	0.00	5,055.71	33.70
10-5236-11	Chemicals	130,000.00	7,178.78	118,277.69	90.98
10-5236-12	Instrumentation & Lab Supplies	25,000.00	16,821.65	31,020.66	124.08
10-5238-00	Telemetry (SCADA)	17,500.00	1,135.00	2,290.00	13.09
10-5240-00	Electricity	650,000.00	0.00	398,179.85	61.26
10-5244-00	Education Training and Dues	29,700.00	2,215.00	6,332.99	21.32
10-5245-00	Telephone	10,000.00	0.00	4,729.01	47.29
10-5246-00	Travel Expenses	500.00	271.96	-42.92	-8.58
10-5247-00	Books & Publications	1,000.00	0.00	0.00	0.00
10-5248-00	Public Notices	1,000.00	0.00	0.00	0.00
10-5250-10	Natural Gas	2,000.00	208.91	1,788.67	89.43
10-5250-20	Garbage	1,000.00	59.15	1,193.70	119.37
10-5252-00	Miscellaneous Expense	5,000.00	32.70	969.61	19.39
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	1,246.05	24.92
10-5300-20	Fuels Oils	9,000.00	276.90	1,344.94	14.94
10-5300-30	Equipment Rental	3,500.00	1,475.88	1,475.88	42.17
10-5300-40	Equipment Maintenance	15,000.00	0.00	7,948.82	52.99
10-5305-10	Building Maintenance	27,000.00	843.50	1,984.93	7.35
10-5305-11	Grounds Maintenance	20,000.00	0.00	6,777.84	33.89
10-5305-13	Janitorial Supplies	2,000.00	32.48	589.84	29.49
10-5305-14	Security Monitoring Maint	5,000.00	0.00	0.00	0.00
10-5305-15	Plant Maintenance	40,000.00	7,964.41	37,114.42	92.79
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	3,979.62	19.90
10-5305-20	Safety Supplies	15,000.00	222.95	8,740.10	58.27
10-5310-00	Small Tools & Equipment	10,000.00	0.00	528.51	5.29
	<i>Materials & Services</i>	<i>3,020,900.00</i>	<i>56,830.39</i>	<i>1,911,605.66</i>	<i>63.28</i>
	<i>Transfers & Contingencies</i>				
10-7300-13	Transfer to Plant Reserve	1,200,000.00	100,000.00	500,000.00	41.67
10-9000-00	Operating Contingency	470,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>1,670,000.00</i>	<i>100,000.00</i>	<i>500,000.00</i>	<i>29.94</i>
10	General Fund	282,154.00	96,422.42	1,850,947.64	656.01
13	Plant Reserve				
	<i>Beginning Fund Balance</i>				
13-3000-00	Fund Balance	4,556,222.00	0.00	5,537,970.70	121.55
	<i>Beginning Fund Balance</i>	<i>4,556,222.00</i>	<i>0.00</i>	<i>5,537,970.70</i>	<i>121.55</i>
	<i>Revenue</i>				
13-4010-00	Interest Income	50,000.00	20,513.22	182,499.52	365.00
13-4100-10	Transfer In - General Fund	1,200,000.00	100,000.00	500,000.00	41.67
	<i>Revenue</i>	<i>1,250,000.00</i>	<i>120,513.22</i>	<i>682,499.52</i>	<i>54.60</i>

Account Number	Description	Budget	Period Amt	End Bal	% ExpendCollect
	<i>Capital Outlay</i>				
13-7000-10	Computers, Scada, Tech	200,000.00	982.50	12,697.50	6.35
13-7000-20	Equipment	325,000.00	10,494.78	27,171.14	8.36
13-7000-40	Membranes	100,000.00	0.00	53,000.00	53.00
13-7000-50	Buildings	170,000.00	0.00	0.00	0.00
13-7000-60	Other	200,000.00	0.00	0.00	0.00
	<i>Capital Outlay</i>	<i>995,000.00</i>	<i>11,477.28</i>	<i>92,868.64</i>	<i>9.33</i>
	<i>Transfers & Contingencies</i>				
13-9000-00	Operating Contingency	300,000.00	0.00	0.00	0.00
	<i>Transfers & Contingencies</i>	<i>300,000.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
13	Plant Reserve	4,511,222.00	109,035.94	6,127,601.58	135.83
Revenue Total		5,819,000.00	399,010.28	3,645,487.29	62.648
Expense Total		6,699,900.00	193,551.92	2,819,318.20	42.08
Grand Total		4,793,376.00	205,458.36	7,978,549.22	1.6645

NORTH CLACKAMAS COUNTY WATER COMMISSION

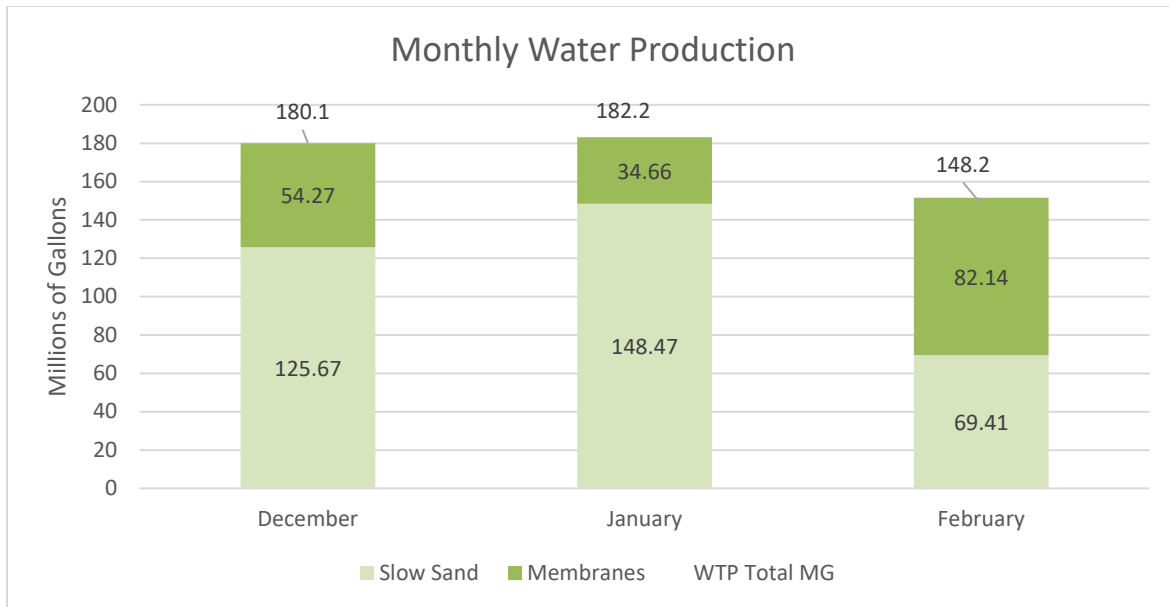
March 27, 2025

Agenda Item 7.2

Subject: Operations Report
Presenter(s): Wade Hathhorn, General Manager
Board Action: Open discussion
Attachments: None

Topics

Monthly Water Production



Plant Updates: Staff are continuing work on key plant repairs, including:

- Membrane Cell Cleaning: advanced cleaning regiment has been successful
- Chemical Feed Pumps: need replaced (with new skids)
- Soda Ash System (pH control): gaining control of the feed system has been challenging (due to repeated component failures)
- IT/OT Upgrades: replacing the old computer system and upgrading SCADA software and related remote control systems.

NORTH CLACKAMAS COUNTY WATER COMMISSION

March 27, 2025

Agenda Item 7.3

Subject: Manager's Report

Presenter(s): Wade Hathhorn, General Manager

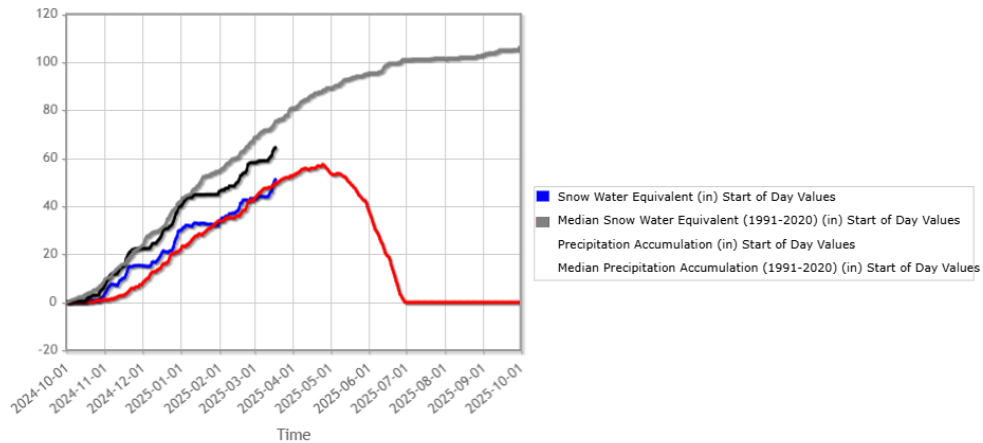
Board Action: Open discussion

Attachments: None

Update on Snowpack

The snowfall on Mt. Hood this (water) year has been erratic, to say the least. However, as we approach the first part of Spring, snowpack levels are at historic medians, while total precipitation has lagged.

Mt Hood Test Site (651) Oregon SNOTEL Site - 5380 ft Reporting Frequency: Daily; Date Range: 2024-10-01 to 2025-09-01



We hope for continued cooler temperatures and additional snowfall events throughout the remainder of March and into early April. We will be watching this data as it unfolds, as we do every year. Snow volumes are an important element in the “available water” forecast for the Clackamas River basin.

Staffing Update

The plant is normally staffed with three (3) full-time operators and a full-time plant manager. In building out our operator staff, we are pleased to announce that **Ben Koepke** has returned to our staff. Ben began his water career as an intern at the NCWCC plant and was later hired as part of its full-time staff. Ben worked his way to a level III certification in 2024 and stepped away for personal reasons last fall. Ben has rejoined our group in a similar capacity, and we look forward to having him back as part of the NCCWC team.

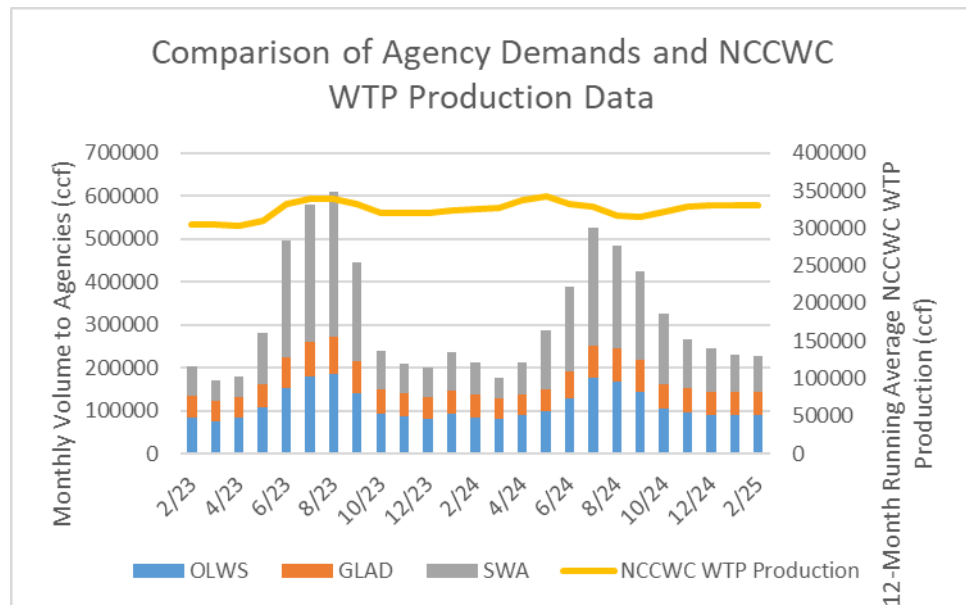
Staff from NW Natural Water Services also continue to provide key back-up support.

NORTH CLACKAMAS COUNTY WATER COMMISSION

March 27, 2025

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. The influence from peak (hot) weather periods is also evidenced, as well as general flattening of the 12-mo. Average – the latter is owed to operations approaching “plant capacity” each year (especially during the summer), including additional supplies from CRW.

Update on Critical Plant Repairs

The advanced (chemical) cleaning regiment is proving successful in restoring the functionality of the membranes. Two cells have been completed and two more are scheduled for similar restoration, with a goal of completion by mid-May. The progress is complicated by heavy winter rains which suspend the use of the slow sand and additional “pinning” (membrane fiber loss) discovered as part of the restoration process.

Staff are also continuing work to repair (or replacement) several other key treatment units, including various chemical feed systems (chlorination, corrosion control, and waste stabilization), mechanical systems (backwash), instrumentation, and computer platforms. Staff are also experiencing challenging operational conditions associated with the soda ash feed system (pH control) which is an important component in meeting the lead and copper standards. Finally, work is also underway to upgrade the plant’s IT/OT platforms, including the plant’s computers systems, SCADA, and remote access.